April 21, 2022

TO: All Staff & Incarcerated Individuals
    Washington Corrections Center for Women

FROM: Charlotte Headley, Superintendent
       Washington Corrections Center for Women

SUBJECT: N95 Mask Requirement for CCU/SEG During LAO

Effective April 7, 2022, the WCCW Close Custody Unit was placed on Limited Area Outbreak Status. The WA State DOC COVID-19 Screening, Testing, and Infection Control Guidelines provide the protocol for managing COVID-19 outbreaks in DOC facilities. Per these guidelines, an:

- An outbreak is defined as a group of confirmed cases of COVID-19 that includes at least one incarcerated individual.
  - Limited Area Outbreak: Two or more confirmed cases of COVID-19 in incarcerated individuals occurring within 14 days who reside in the same living area OR
  - One or more confirmed cases of COVID-19 in an incarcerated individual AND one or more confirmed cases of COVID-19 in staff or volunteers working in proximity to the incarcerated individual case/cases occurring within 14 days.

Effective immediately, all custody staff entering a quarantined area must be medically cleared and N95 respirator fit tested in order to don the proper personal protection equipment (N95 mask). Per Deputy Secretary Sean Murphy’s Memo dated March 24, 2022, states in part “the use of respirator protection is required for any in-person interaction with supervised or incarcerated individuals who have:

- Screened positive for COVID-19
- Are on quarantine status for COVID-19
- Or are medical isolation for COVID-19.”

Staff who are not fit tested will be provided the proper medical clearance forms and fit tested once approved by the Occupational Health Nurse. An alternative work location will be provided until the person is deemed medically appropriate for the fit testing process. Once the staff member is respirator qualified, they can resume working in the quarantine area. Staff who are not fit tested and qualified for N-95 use will not be permitted to work in any quarantine area.

“Working Together for SAFER Communities”
This is another step in our efforts to continue mitigating the transmission of COVID-19 as we continue to prioritize the health and safety of our staff and those in our care and custody.

CKH:mrj
Attachments:  [DOC 03-219 Respirator Medical Evaluation Questionnaire](#)
DOC 03-314 Licensed Health Care Provider Information and Response Sheet

cc:  Jeannie Darneille Assistant Secretary – Women’s Prison Division
     Jo Wofford Gender Responsive Administrator
     Sarena Davis Teamsters 117