October 18, 2022

TO: All Prisons Staff
    All Reentry Staff
    All Health Services Staff

FROM: Danielle Armbruster, Assistant Secretary, Reentry Division
       Jeannie Darneille, Assistant Secretary, Women’s Prison Division
       Donald Holbrook, Assistant Secretary, Men’s Prison Division
       David Flynn, Assistant Secretary, Health Services Division

SUBJECT: Update – Mandatory N95 Respirator Ready Requirements

The Department of Corrections (DOC) received citations from the Department of Labor and Industries (L&I) due to violations found during their inspection of Stafford Creek Corrections Center (SCCC) that began on March 10, 2022.

On March 24, 2022 Deputy Secretary Sean Murphy signed a memorandum regarding Mandatory Respirator Ready requirements, outlining expectations for staff in positions that require fit testing for agency respirator readiness. Reminders of these expectations were sent on May 10, 2022 and July 21, 2022.

We appreciate the many staff who met these requirements and expectations. Your commitment is keeping yourselves and others safe when the units/areas in which you respond, or work are designated as isolation or quarantine.

Effective immediately, to better support you and to increase preparedness, DOC is taking the following actions to increase the number staff who can work in areas requiring a respirator:

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<th>Change</th>
<th>Rationale</th>
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<tr>
<td>As a condition of employment, new Correctional Officers AND Health Services staff that have direct patient care are required to be medically cleared to wear a respirator to obtain employment with DOC.</td>
<td>New custody hires are likely to be assigned to a position that requires the use of a respirator. This will ensure new Health Service staff can safely perform face-to-face duties.</td>
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<tr>
<td>Correctional Officers who have not achieved permanent status are required to be medically cleared to wear a respirator AND fit tested to maintain employment.</td>
<td>New custody hires are likely to be assigned a position that requires the use of a respirator.</td>
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<td>Employees assigned/bid to a position requiring the use of a respirator will be permanently reassigned to a position that does not require them to wear a</td>
<td>The employee is demonstrating their inability to perform the job after receiving the training necessary to</td>
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“Working Together for SAFER Communities”
Additionally, positions in Washington Management Service and Exempt Management Service that are reasonably expected to visit areas where an N95 is required, will be added to the Respiratory Program. Managers will be required to be properly trained and fit tested for the appropriate respirator, prior to working in a respirator required area.

Additionally, the agency is in the process of revising policies related to respirator use and developing statewide training for all staff through the online learning center. Information will be shared when the policies and training is finalized.

In conclusion, we acknowledge the difficulty of your work and the challenges you face daily. Each of you are appreciated for your contributions to the DOC team. We understand the value of individuality and the impacts of a prolonged response to the worst public health crisis in the past century. We equally recognize the necessity to ensure staff are properly prepared and equipped to perform in difficult situations to include infectious disease environments. Please become respirator ready through fit testing. Please be clean shaven in the area of the seal. Please take the appropriate actions to ensure you and your partners remain healthy and safe. Thank you.

DA, JD, DH, DF: re

cc: Sean Murphy, Deputy Secretary