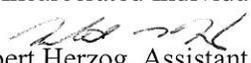




STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P. O. Box 41100 • Olympia, Washington 98504-1118

March 6, 2020

TO: All Incarcerated Individuals
FROM:  Robert Herzog, Assistant Secretary, Prisons Division
SUBJECT: COVID-19

Department of Corrections is currently managing our facilities within existing policies and protocols related to treating illnesses that may occur within the population around the COVID-19. Think flu protocol as an example. We have implemented the Incident Command System (ICS) and opened the Emergency Operations Center (EOC) at DOC Headquarters in response to COVID-19. As a part of our routine operations to ensure the safety of incarcerated individuals, utilizing existing policies and seasonal influenza protocols, all individuals received at a DOC facility, including community supervision violators, will be required to get an initial health screening that is being updated to include the current Department of Health information on COVID-19.

Please remember, there is no need to take additional precautions beyond those you would normally take to avoid the spread of colds and viruses like influenza.

- Wash hands with soap and water.
- Respiratory etiquette (coughing or sneezing into a sleeve or tissue; throwing away tissues immediately after use).
- Avoiding touching one's eyes, nose, or mouth.
- Environmental cleaning; increase cleaning of your cells, we've asked facilities to increase the schedule of regular cleaning especially "high-touch" surfaces, such as door knobs, keys, hand rails, telephones, keyboards, elevator and intercom buttons, etc.
- Promptly communicate to a staff member if you are feeling ill.

We are asking for your assistance in helping us avoid exposing our facilities, our employees, other visitors, and the incarcerated population to any contagious disease. Please encourage friends and family that may be sick not to visit during this time and to keep in contact utilizing JPay, video visiting, telephone calls and mail correspondence.

Thank you so much for helping us contribute to the public health response to COVID-19 to keep everyone safe and healthy.

cc: All Superintendents
Kristine Skipworth, Regional Administrator
Carrie Trogdon-Oster, Administrator