



GENERAL ORDER

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Pandemic Preparedness

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ISSUED BY: Sheriff Jeffrey T. Easter

REVIEWED BY: Detention Policy Review Committee

PURPOSE: The purpose of this policy is to establish a Pandemic Preparedness Plan for responding to pandemic emergencies.

I. General Provisions

- A. It is the policy of the Sedgwick County Sheriff's Office to be prepared to respond promptly and appropriately to all types of pandemic emergencies in the detention facilities in an efficient and effective manner.

II. Pandemic Disease

- A. The health care provider will develop a protocol to track suspected cases of seasonal influenza and other communicable illnesses considered to be of epidemic or pandemic concern. This tracking mechanism will provide for the establishment of a baseline of illness cases in each of the facilities and further allow for the quick identification of increased incidents of illness.
- B. Medical staff may first identify symptoms of the pandemic or epidemic illness during sick call and will be vigilant for the development of fever, respiratory symptoms, and/or conjunctivitis (e.g., eye infections) or other appropriate symptoms for one week or other timeframe deemed appropriate after the last exposure to possibly infected inmates.
- C. Future screening mechanisms for influenza and other pandemics will be initiated as recommended by the Sedgwick County Health Department,

Centers for Disease Control and Prevention (CDC), or some other responsible agency or organization.

- D. Staff who become ill will be advised to seek medical attention and care from their private physicians before attempting to return to work. Employees who become ill will be advised to stay home until 24 hours after resolution of fever, unless an alternative diagnosis is established or diagnostic tests are negative for influenza A or B virus or other specified pandemic disease.

III. Infection Control

- A. The Sheriff's Office will continue to reinforce universal hand washing practices at all times. Signage will be maintained throughout all of the facilities in inmate occupied areas, as well as staff and visitor areas.
- B. The Sheriff's Office will educate staff, inmates, and visitors as to any new guidelines for appropriate respiratory etiquette.
 - 1. The guidelines recommend individuals cough or sneeze into the bends of their arms and not into their hands.
- C. Staff working with infected inmates, or inmates suspected of being infected, will follow CDC recommended standard precautions. Staff will pay careful attention to hand hygiene before and after all inmate contact or contact with items potentially contaminated with respiratory secretions, and will use gloves and gowns as needed. Additional droplet precautions may call for staff to wear eye protection (i.e., goggles or face shields) when within three feet of an inmate.
- D. When directed staff working with infected inmates will use a National Institute of Occupational Safety and Health (NIOSH)-approved N95 filtering face piece disposable respirator when entering their rooms.
- E. The health care provider is required to maintain a reasonable stockpile of N95 respirators for emergency preparedness purposes. The Sheriff's Office will also be responsible for maintaining a supply of N95 respirators.

IV. Environmental and Cleaning Protocols

- A. The Sheriff's Office will continue to maintain high levels of sanitation throughout the facilities.
- B. Staff are encouraged to more thoroughly clean work areas between shifts.
- C. Standard precautions will be implemented for linen and laundry that might be contaminated with respiratory secretions. These items should be treated as hazardous waste and disposed of in accordance with facilities' safe practices.

D. Inmates with known or possible pandemic will be fed with disposable dishes and utensils. These items should be treated as hazardous waste and disposed of in accordance with facilities' safe practices.

V. Medical Protocol for Incoming Inmates and Housing of Infected Inmates

A. An illness specific policy or protocol shall be maintained by the health care provider for reference when necessary regarding the screening, testing, treatment and/or housing of all inmates suspected of having or having the identified illness of concern

VI. Modification of Activities

A. Visitation

1. The suspension of visits (professional and otherwise) will be dependent upon the number of identified cases experienced in the region and/or at the recommendation of the Sedgwick County Health Department.
2. The Sheriff, or designee, will have sole discretion over whether visits will be suspended.
3. Upon the suspension of visitation, this will be publicized through the PIO.

B. Deliveries

1. Vendors having to enter the facilities to deliver critical supplies will be provided with masks and an antibacterial hand gel. These persons will be required to wash their hands before entering a facility and will be advised to do the same prior to exiting.

B. Delivery of meals.

1. All inmates will be fed in their cells or on their beds in dorms. Small contingents of identifiably healthy inmates will be used to deliver food and maintain kitchen operations. These inmates will be provided masks to deliver meals in housing areas where infected inmates are housed.
2. The food service provider (FSP) will be required to provide three meals per day, with the dinner meal being the only required hot meal. The FSP will have the latitude to modify any existing menus during the duration of an emergency. Menu modifications are subject to the approval of the Support Division Commander

C. Medical services and medication administration.

1. The health care provider will increase the use of Keep on Person medications.
2. The health care provider will administer medications only to those inmates with chronic or serious medical conditions. If the facilities have been ordered into lockdowns, then medications will be delivered from cell to cell. Otherwise, medications will continue to be dispensed in a coordinated fashion at the housing areas in order to limit inmate movement through the facilities.
3. Sick call procedures will continue to occur.
4. Mental health services will continue to occur.
5. The health care provider will be required to complete a daily face-to-face review of all inmates housed in designated quarantine units. In the event of a full lockdown of the facilities, the health care provider will be required to see every inmate at least once in a three-day period. The health care provider will be required to maintain written documentation of all completed rounds.

D. Commissary.

1. Commissary deliveries will continue to occur providing that prevailing conditions allow it to occur in a safe manner.