

Pennsylvania Department of Corrections Demobilization Plan COVID-19 Inmate Movement

Objective

- Facilities will reopen in a slow and methodical progression to avoid the resurgence of the virus.
- The designation of the specific level for a facility will be made by the facility, with the approval of Central Office.
- Provide quantifiable criteria for progression to each level of demobilization.
- Provide guidelines and mitigation strategies for each respective level.
- Reaffirm the requirements for testing, tracking and reporting.
- Provide a reporting system that will assist in monitoring the status of the demobilization plan, respective to each facility.

ZONING

Each facility, dependent on their physical plant, may be able to break their institutions down into zones that would be easily managed and quarantined in the event that one of those areas experiences a positive case of COVID-19. Superintendents may isolate affected housing units as appropriate. In essence, the zones/housing units may be operated as individual facilities inside the main facility. All line movements may be regulated through strict zone breakdown.

For example, zone (1) would have access to the dining hall and before the next zone would begin, the area would be sanitized. Management by zoning permits the isolation of a zone, in the event of a positive COVID-19 case, rather than regression of the entire facility. The unaffected zones would continue to progress through the levels. Note that under the management by zones it is possible for zones, to be under different levels based upon operational needs.

LEVEL PROGRESSION FACTORS

Factors for Progression

- The county that the facility is located in and all contiguous counties color code based on the governor's designation.
- The facility shall remain stable and intelligence shall support a good climate.
- The facility shall not have any outbreaks.
- Central Office, in consultation with the facility administration and Medical Director, will approve facility progression.
- Facility administration has discretion in operations under each level and may deviate with EDS/RDS approval.
- Cohort size for each level is the upper limit. Cohort size drives the amount of out-of-cell time.

Factors for Regression

- Central Office, in consultation with the facility administration and Medical Director, will determine when an entire facility or an affected zone/housing unit will regress a level.
- This decision will be based on the outbreak, community spread and the number of individuals exposed.

General Mitigation Strategies

- CDC and PA Department of Health guidelines must be adhered to.
- Personal Protection Equipment (PPE) – Masks must be worn in the facility. Additional PPE may be required for specific posts.

- Sanitation must occur after each cohort use.
- Social distancing must be maintained at 6'.

Additional Mitigation Strategies

- Limitations may be established for county receptions at the discretion of the Secretary.
- Facility transports are required for CCC placements.
- HNT and CISM are encouraged to conduct facility rounds and provide feedback to the facility administrative team.
- Increased messaging efforts will be required. This will include use of inmate bulletin systems, a weekly fireside chat and use of video presentations on inmate television.
- Continued use of video and phone conferencing.
- Wellness Programs shall continue to be emphasized.

**LEVEL 5
Cohort Size: 2**

Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
<p><u>Work Details</u></p> <p>Work details are not permitted.</p> <p><u>Treatment Programming</u></p> <p>Treatment programming materials will be delivered to the cell.</p> <p><u>Education</u></p> <p>Education materials will be delivered to the cell for self-study.</p>	<p><u>Meals</u></p> <p>Meals will be delivered to the housing units.</p> <p><u>Medical</u></p> <p>Medical services will be provided on the housing unit, to the greatest extent possible.</p> <p>Medication will be delivered to the housing unit.</p> <p>Inmate(s) returning from an outside hospital will be quarantined for 14 days.</p> <p><u>Library</u></p> <p>Law library will be closed.</p> <p>Leisure library will be closed.</p> <p>Law library materials shall be provided on the housing units.</p> <p>Leisure library materials will be delivered to the housing units.</p> <p><u>Commissary</u></p> <p>Commissary will be delivered to the housing units.</p> <p><u>Barber and Cosmetology Services</u></p> <p>Barber and cosmetology services are suspended.</p> <p><u>Gymnasium</u></p> <p>The gymnasium will be closed.</p> <p><u>Activities</u></p> <p>Activity materials will be delivered to the cells.</p>	<p><u>Unit Activity</u></p> <p>Cohort movement will only consist of inmates housed together in a cell.</p> <p>The maximum number of inmates permitted out on the unit at one time is two (2).</p> <p>Showers are permitted in a cohort of two (2) or less.</p> <p>Access to showers, phones and kiosks is permitted with cohort limitation.</p> <p><u>Special Congregate Events</u></p> <p>Special congregare events are suspended.</p>

LEVEL 5 cont. Cohort Size: 2		
Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
	<p><u>Visiting</u></p> <p>Routine visits are suspended.</p> <p>Attorney visits will be conducted in the Visiting Room.</p> <p>Video visitation will continue.</p> <p><u>Religious Activities</u></p> <p>Religious materials will be distributed to the housing units.</p> <p>Religious services will be broadcast over the inmate channel.</p>	

**LEVEL 4
Cohort Size: 16 or less**

Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
<p><u>Work Details</u></p> <p>Work details required to sustain critical operations are permitted.</p> <p>Cohorts shall be from the same housing unit, if possible. Social distancing must be maintained.</p> <p>Temperature checks are required for entrance into the work location.</p> <p><u>Treatment Programming</u></p> <p>Treatment programming materials will be delivered to the cell.</p> <p><u>Education</u></p> <p>Education materials will be delivered to the cell for self-study.</p> <p>Unit tutoring is permitted with inmates in the same cohort.</p>	<p><u>Meals</u></p> <p>Meals will be delivered to the housing units.</p> <p><u>Medical</u></p> <p>Medical services will be provided on the housing unit, to the greatest extent possible.</p> <p>Medication will be delivered to the housing unit.</p> <p>Inmate(s) returning from an outside hospital will be quarantined for 14 days.</p> <p><u>Library</u></p> <p>Law library will be opened with cohort and social distancing limitations.</p> <p>Leisure library will remain closed.</p> <p>Law library materials shall be provided on the housing units, if possible.</p> <p>Leisure library materials will be delivered to the housing units.</p> <p><u>Commissary</u></p> <p>Commissary will be delivered to the housing units.</p> <p><u>Barber and Cosmetology Services</u></p> <p>Barber and cosmetology services are suspended.</p> <p><u>Gymnasium</u></p> <p>The gymnasium will be closed.</p> <p><u>Activities</u></p> <p>Activity materials will delivered to the cells.</p>	<p><u>Unit Activity</u></p> <p>Yard and blockout activity is permitted with cohort and social distancing limitations established on the housing units.</p> <p>Access to showers, phones and kiosks is permitted with cohort and social distancing limitations established on the housing units.</p> <p><u>Special Congregate Events</u></p> <p>Special congregare events are suspended.</p>

LEVEL 4 cont. Cohort Size: 16 or less		
Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
	<p><u>Visiting</u></p> <p>Routine visits are suspended.</p> <p>Attorney visits will be conducted in the Visiting Room.</p> <p>Video visitation will continue.</p> <p><u>Religious Activities</u></p> <p>Religious materials will be distributed to the cells.</p> <p>Religious services will be broadcast over the inmate channel.</p>	

LEVEL 3 Cohort Size: 20 or less		
Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
<p><u>Work Details</u></p> <p>Work details are permitted. Cohorts shall be from the same housing unit. Social distancing must be maintained.</p> <p>Temperature checks are required for entrance into the work location.</p> <p><u>Treatment Programming</u></p> <p>Therapeutic Community Programming may resume on the housing unit. The cohort size may be extended for the purpose of programming. Social distancing must be maintained.</p> <p>Psychology programming may resume on the housing unit with cohort and social distancing limitations.</p> <p>Treatment programming materials for other standardized programming will be delivered to the cell.</p> <p><u>Education</u></p> <p>Education materials will be delivered to the cell for self-study.</p> <p>Unit tutoring is permitted with cohort limitations.</p>	<p><u>Meals</u></p> <p>Meals may be served in the dining halls with cohort limitations from the same housing unit and social distancing.</p> <p><u>Medical</u></p> <p>Medical services will be provided on the housing unit, to the greatest extent possible.</p> <p>Medication may be distributed at Medical. Inmates will be called by their housing units with cohort limitations. Social distancing must be maintained.</p> <p>Inmate(s) returning from an outside hospital will be quarantined for 14 days.</p> <p><u>Library</u></p> <p>Law library will be opened with cohort and social distancing limitations from the same housing unit.</p> <p>Leisure library will be opened with cohort and social distancing limitations from the same housing unit.</p> <p>Law library materials shall be provided on the housing units, if possible.</p> <p>Leisure library materials will be delivered to the housing units.</p> <p><u>Commissary</u></p> <p>Commissary orders may be received in the commissary with cohort and social distancing limitations from the same housing unit.</p>	<p><u>Unit Activity</u></p> <p>Yard and blockout activity is permitted with cohort and social distancing limitations.</p> <p>Access to showers, phones and kiosks is permitted with cohort and social distancing limitations.</p> <p><u>Special Congregate Events</u></p> <p>Special congregare events are suspended.</p>

**LEVEL 3 cont.
Cohort Size: 20 or less**

Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
	<p><u>Barber and cosmetology Services</u></p> <p>Barber and cosmetology services are suspended.</p> <p><u>Gymnasium</u></p> <p>The gymnasium will remain closed.</p> <p><u>Activities</u></p> <p>Activity materials will delivered to the cells.</p> <p><u>Visiting</u></p> <p>Routine visits are suspended.</p> <p>Attorney visits will be conducted in the Visiting Room.</p> <p>Video visitation will continue.</p> <p><u>Religious Activities</u></p> <p>Religious activities may resume in the Chapel with cohort and social distancing limitations.</p> <p>Religious materials will be distributed to the cells.</p> <p>Religious services will be broadcast over the inmate channel.</p>	


**LEVEL 2
Cohort Size: 50 or less**

Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
<p><u>Work Details</u></p> <p>Work details are permitted to resume with cohort and social distancing limitations.</p> <p>Temperature checks are required for entrance into the work location.</p> <p><u>Treatment Programming</u></p> <p>Therapeutic Community Programming may continue on the housing unit. The cohort size may be extended for the purpose of programming. Social distancing must be maintained.</p> <p>Psychology programming may continue on the housing unit with cohort and social distancing limitations.</p> <p>Treatment programming may resume with social distancing limitations.</p> <p><u>Education</u></p> <p>Education classes may resume with social distancing limitations.</p> <p>Unit tutoring is permitted with cohort and social distancing limitations.</p>	<p><u>Meals</u></p> <p>Meals may be served in the dining halls with cohort limitations from the same housing unit. Social distancing must be maintained.</p> <p><u>Medical</u></p> <p>Medical services will be provided on the housing unit, to the greatest extent possible.</p> <p>Medication may be distributed at Medical. Inmates will be called by their housing units with cohort limitations. Social distancing must be maintained.</p> <p><u>Library</u></p> <p>Law library will be opened with cohort and limitations from the same housing unit. Social distancing must be maintained.</p> <p>Leisure library will be opened with cohort limitation from the same housing unit. Social distancing must be maintained.</p> <p>Law library materials shall be provided on the housing units, if possible.</p> <p>Leisure library material will be available on the housing units.</p> <p><u>Commissary</u></p> <p>Commissary orders may be received in the commissary with cohort limitation from the same housing unit. Social distancing must be maintained.</p>	<p><u>Unit Activity</u></p> <p>Yard and blockout activity is permitted with cohort and social distancing limitations.</p> <p>Access to showers, phones and kiosks is permitted with cohort and social distancing limitations.</p> <p><u>Special Congregate Events</u></p> <p>Special congregare events are permitted with cohort limitations.</p>

LEVEL 2 cont. Cohort Size: 50 or less		
Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
	<p><u>Barber and Cosmetology Services</u></p> <p>Barber and cosmetology services are permitted.</p> <p>Every other work station may be placed in operation for delivery of services.</p> <p>Inmates will be placed on the callout by housing unit.</p> <p>Inmates working in this area are required to wear gowns and masks.</p> <p>The operational hours of these areas may be extended to maximize delivery of the service.</p> <p><u>Gymnasium</u></p> <p>The gymnasium will be opened for cohorts from the same housing units. Social distancing must be maintained.</p> <p><u>Activities</u></p> <p>Activity materials will delivered to the cells.</p> <p><u>Visiting</u></p> <p>Routine visits are suspended.</p> <p>Attorney visits will be conducted in the Visiting Room.</p> <p>Video visitation will continue.</p> <p><u>Religious Activities</u></p> <p>Religious activities may resume in the Chapel with social distancing limitations.</p>	

LEVEL 1		
Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
<p><u>Work Details</u></p> <p>Work details are permitted.</p> <p><u>Treatment Programming</u></p> <p>All treatment programming will resume out of cell.</p> <p><u>Education</u></p> <p>Education classes will continue with social distancing.</p>	<p><u>Meals</u></p> <p>Meals may be served in the dining halls with social distancing limitations.</p> <p><u>Medical</u></p> <p>Medical services will be provided on the housing unit, to the greatest extent possible.</p> <p>Medication will be distributed at Medical with social distancing limitations.</p> <p><u>Library</u></p> <p>Law library will remain open with social distancing limitations.</p> <p>Leisure library will remain open with social distancing limitations.</p> <p><u>Commissary</u></p> <p>Commissary orders may be distributed at the commissary with social distancing limitations.</p> <p><u>Barber and Cosmetology Services</u></p> <p>Barber and cosmetology services will continue with social distancing limitations.</p> <p><u>Gymnasium</u></p> <p>The gymnasium will remain open with social distancing limitations.</p> <p><u>Activities</u></p> <p>Normal activities may resume.</p> <p><u>Visiting</u></p> <p>Routine visits are suspended. Video visitation will continue.</p> <p>Attorney visits will be conducted in the Visiting Room.</p>	<p><u>Unit Activity</u></p> <p>Yard and blockout activity is permitted with social distancing limitations.</p> <p>Access to showers, phones and kiosks is permitted with social distancing limitations.</p> <p><u>Special Congregate Events</u></p> <p>Special congregare events may continue with social distancing limitations.</p>

LEVEL 1 cont.		
Congregate Work and Programming Settings	Inmate Services	Congregate Unit Activity and Special Congregate Events
	<p><u>Religious Activities</u></p> <p>Religious activities may continue in the Chapel with social distancing limitations.</p>	

					
	Level 5 Most Restrictive	Level 4	Level 3	Level 2	Level 1 Least Restrictive
Cohort Size	2	16 or Less	20 or Less	50 or Less	No Cohort Limitation
Work Detail	Not Permitted	Permitted to sustain critical operations.	Permitted in Cohorts	Permitted in Cohorts	Permitted
Treatment & Educational Services	Completed In-Cell	Completed in-cell with unit tutoring permitted.	Therapeutic Community & Psychology may occur on unit with cohorts and social distancing.	Treatment Programs & Education may resume with cohorts and social distancing.	Permitted with Social Distancing
Meals	Delivered to Housing Unit	Delivered to Housing Unit	May be served in dining halls with cohort limits.	May be served in dining halls with cohort limits.	May be served in dining halls with social distancing.
Medical Services & Medication	Provided on Housing Unit	Provided on Housing Unit	Medication distributed at Medical in cohorts. Medical Services on-unit where possible.	Medication distributed at Medical in cohorts. Medical Services on-unit where possible.	Medication distributed at medical with social distancing. Medical Services on-unit where possible.
Law & Leisure Library Services	Delivered to Housing Unit	Law Library may open in cohorts. Leisure Library remains closed with deliveries to housing unit.	Open with cohort and social distancing limitations.	Open with cohort and social distancing limitations.	Open with social distancing limitations.
Commissary	Delivered to Housing Unit	Delivered to Housing Unit	May be received in commissary with cohort and social distancing.	May be received in commissary with cohort and social distancing.	May be received in commissary with social distance limitations.
Barber Shop & Cosmetology Services	Not Permitted	Not Permitted	Not Permitted	Permitted with social distancing guidelines and enhanced PPE.	Permitted with social distancing guidelines.
Gymnasium	Not Permitted	Not Permitted	Not Permitted	Permitted in Cohorts	Open with social distancing limitations.
Activities	In-Cell	In-Cell	In-Cell	In-Cell	Normal Activities Resume
Visiting	In-Person Suspended Attorney Visits in Visiting Room Video Visitation Permitted	In-Person Suspended Attorney Visits in Visiting Room Video Visitation Permitted	In-Person Suspended Attorney Visits in Visiting Room Video Visitation Permitted	In-Person Suspended Attorney Visits in Visiting Room Video Visitation Permitted	In-Person Suspended Until Green. Attorney Visits in Visiting Room Video Visitation Permitted
Religious Activities	Delivered to housing units with religious services broadcast on inmate channel.	Delivered to housing units with religious services broadcast on inmate channel.	May resume in chapel with cohort and social distance limitations.	May resume in chapel with cohort and social distance limitations.	May resume in chapel with social distance limitations.
Unit Activity	Shower, Phones, Kiosks permitted in cohorts	Yard, Blockout, Showers, Phones, Kiosks permitted in cohorts	Yard, Blockout, Showers, Phones, Kiosks permitted in cohorts	Yard, Blockout, Showers, Phones, Kiosks permitted in cohorts. Special congregate events permitted.	Yard, Blockout, Showers, Phones, Kiosks permitted with social distancing limitations. Special congregate events permitted.