

Pennsylvania Department of Corrections Demobilization Plan

COVID-19 Staff 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.

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.

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.
- Regular and frequent sanitation must occur.
- 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.
- Continued use of video and phone conferencing.
- Staff Wellness Programs shall continue to be emphasized.

LEVEL 5 Staff

Screening And Work Locations Staff Movement

Trainings are suspended with the exception of those approved by the EDS.

Shift Change

Congregation of staff at shift change shall be limited, to the greatest extent possible, for social distancing.

Medical Screening

Medical screening will occur prior to facility entrance.

Work Locations

Telework shall continue to occur, if possible.

Meetings

Meetings shall be limited to attendance of 10 or less. Teleconference and videoconference can be utilized for increased attendance.

Trainings

Static scheduling for posts shall be conducted, to the greatest extent possible.

Staff Dining Areas

Staff dining rooms may continue to be utilized with social distancing.

Alternate staff dining areas may be utilized with social distancing.

Staff Gymnasiums

Gymnasiums will be closed.

Drills, Exercises and Alertness Monitoring

Drills, Exercises and Alertness Monitoring are suspended.

Interviews

In-person interviews are suspended. Interviews may be conducted via v

Contractors

Contractor entrance permitted only with EDS/RDS approval.

Searches

Cell searches and cell inspections are suspended.

Schedulin

LEVEL 4 Staff

Screening and Work Locations Staff Movement

Trainings are suspended with the exception of those approved by the EDS.

Medical Screening

Medical screening will occur prior to facility entrance.

Work Locations

Telework shall continue to occur, if possible.

Meetings

Meetings shall be limited to attendance of 10 or less. Teleconference and videoconference can be utilized for increased attendance.

Trainings

Shift Change

Congregation of staff at shift change shall be limited, to the greatest extent possible, for social distancing

Static scheduling for posts shall be conducted, to the greatest extent possible.

Staff Dining Areas

Staff dining rooms may continue to be utilized with social distancing.

Alternate staff dining areas may be utilized with social distancing.

Staff Gymnasiums

Gymnasiums will be closed.

Drills, Exercises and Alertness Monitoring

Drills, Exercises and Alertness Monitoring are suspended.

Interviews

In-person interviews are suspended. Interviews may be conducted via video.

Contractors

Contractor entrance shall be limited to those required to support critical operations and require EDS/RDS approval.

Searches

Cell searches and cell inspections are suspended.

Scheduling

LEVEL 3 Staff

Screening and Work Locations Staff Movement

Training will resume, at facility discretion, with social distancing.

Medical Screening

Medical screening will occur prior to facility entrance.

Work Locations

Telework shall continue to occur, if possible.

Meetings

Meetings shall be limited to attendance of 20 or less. Teleconference and videoconference can be utilized for increased attendance.

Training

Shift Change

Congregation of staff at shift change shall be limited, to the greatest extent possible, for social distancing.

Static scheduling for posts shall be conducted, to the greatest extent possible.

Staff Dining Areas

Staff dining rooms may continue to be utilized with social distancing.

Alternate staff dining areas may be utilized with social distancing.

Staff Gymnasiums

Gymnasiums will be closed.

Drills, Exercises and Alertness Monitoring

Drills, Exercises and Alertness Monitoring are suspended.

Interviews

In-person interviews are suspended. Interviews may be conducted via video.

Contractors

Contractor entrance requires EDS/RDS approval.

Searches

Limited cell searches and cell inspections are permitted as approved by Superintendent.

Scheduling

LEVEL 2 Staff

Screening and Work Locations Staff Movement

Training will continue, at facility discretion, with social distancing.

Medical Screening

Medical screening will occur prior to facility entrance.

Work Locations

Telework shall continue to occur, if possible.

Meetings

Meeting size must accommodate social distancing.

Training

Shift Change

Congregation of staff at shift change shall be limited, to the greatest extent possible, for social distancing.

Static scheduling for posts shall be conducted, to the greatest extent possible.

Staff Dining Areas

Staff dining rooms may continue to be utilized with social distancing.

Alternate staff dining areas may be utilized with social distancing.

Staff Gymnasiums

Staff gymnasiums will be opened with social distancing.

Drills, Exercises and Alertness Monitoring

Drills, Exercises and Alertness Monitoring are suspended.

Interviews

Interviews may resume in person with social distancing.

Contractors

Contractors are permitted with appropriate screening, PPE and social distancing.

Searches

Cell searches and cell inspections are permitted.

Scheduling

LEVEL 1 Staff

Screening and Work Locations Staff Movement

Training will continue, at facility discretion, with social distancing.

Medical Screening

Medical screening will occur prior to facility entrance.

Shift Change

Congregation of staff at shift change shall be limited, to the greatest extent possible, for social distancing.

Work Locations

Telework shall continue to occur, if possible.

Static scheduling for posts shall be conducted, to the greatest extent possible.

Meetings

Meetings may be conducted with attendance size that affords social distancing.

Staff Dining Areas

Staff dining rooms will be utilized with social distancing.

Training

Alternate staff dining areas may be utilized with social distancing.

Staff Gymnasiums

Gymnasiums will remain opened with social distancing.

Drills Exercises and Alertness Monitoring

Drills, Exercises and Alertness Monitoring will continue.

Interviews

Interviews may resume in person with social distancing.

Contractors

Contractors are permitted with appropriate screening, PPE and social distancing.

Searches

Cell searches and cell inspections will continue.

Scheduling