

**SDSD Detention Services Bureau – Manual of Policies and Procedures South Bay Detention Facility**

<b>DATE:</b>	APRIL 27, 2022
<b>NUMBER:</b>	M.37.S
<b>SUBJECT:</b>	STANDARD PRECAUTIONS AND INFECTIONS AGENTS/COMMUNICABLE DISEASE CONTROL

**PROCEDURE**

**I. COVID-19 CLEANING PROCEDURES**

**A. MODULES**

1. Deputies assigned to all stations will give incarcerated individuals the opportunity to collect disinfectant solution and/or diluted bleach from the module workers so they may clean their cells.
2. Deputies will provide the module workers all necessary cleaning supplies to properly clean and sanitize all common areas of the dayroom. The dayroom shall be cleaned between each tier swap before letting out the opposite tier.

**B. GYMNASIUM**

1. Deputies responsible for monitoring incarcerated individuals during gym time will ensure the gym is cleaned and sanitized after use. The FOG 4330 Electric Atomizer Sprayer will be utilized by properly trained incarcerated workers to disinfect all gym equipment and the restroom area.
2. Incarcerated workers assigned as barbers will utilize sheets as barber capes when giving haircuts. Once a sheet is used on an incarcerated individual, it will be discarded in a trash bag for laundering.

**C. VISIT AREA**

1. The control security/facility rover will be responsible for coordinating with the Module 3B deputy to have incarcerated workers clean the visit area between each group of visits. The visit deputy will ensure the visit lobby, public social visit room and professional/social visit room in the secured area of the facility are cleaned.
2. Cleaning the visit lobby and professional/social visit rooms will consist of the following tasks:
  - a. Benches
  - b. Counter tops
  - c. Vending Machines
  - d. Touch-Pay machine
  - e. Elevator controls
  - f. Door handles
  - g. Visit phones
  - h. Visit seats

## II. INCARCERATED INDIVIDUALS TEMPERATURE CHECKS

- A. All incarcerated individuals in housing will have their temperatures checked during nightshift hard count.
- B. If temperature is above 100.4 degrees Fahrenheit, immediately isolate the incarcerated individual(s) in their cell. Contact the watch commander and medical staff and document in an Incarcerated Individual Status Report (ISR) to include name and ARJIS of staff members notified.
- C. Ensure cleaning and disinfecting of cell is completed promptly after use.
- D. If any incarcerated individual(s) require further isolation, transfer or quarantine, the decisions will be made by the Infectious Control Nurse.

## III. JIMS AREA ACTIVITY LOG

- A. Deputies will document all completed cleaning by making a JIMS Area Activity log entry under "COVID CLEAN/DISINFECT" and should include the following:
  - 1. "Activity Dt/Tm" – Enter the date and start time of the cleaning.
  - 2. "Description" – Enter the type of cleaning completed (daily, deep, high-touch areas only, fogger).
  - 3. "Notes" – Enter a general description of the reason for the cleaning (scheduled cleaning, dayroom/tier switch, quarantine/isolation discharge, etc.) and who conducted the cleaning (staff, incarcerated workers, module incarcerated individuals).
- B. Deputies will document that incarcerated individual temperature checks were completed by making a JIMS Area Activity log entry under "TEMP CHECK COMPLETED".