NEW YORK STATE | Commission of Correction

ALLEN RILEY
Chairman

THOMAS J. LOUGHREN
Commissioner

CHAIRMAN'S MEMORANDUM

NO: 2-2020

DATE: March 6, 2020

TO: SHERIFFS, COMMISSIONERS OF CORRECTION, JAIL ADMINISTRATORS, WARDENS, JAIL PHYSICIANS and FACILITY MEDICAL DIRECTORS

RE: Health Advisory: Novel Coronavirus (COVID-19)

As I am sure you are aware, a new coronavirus – 2019 Novel (New) Coronavirus – that was first detected in China is now spreading worldwide. This virus causes a disease called COVID-19 and can lead to fever, cough and shortness of breath. There are thousands of confirmed cases in a growing number of countries internationally and the virus is now spreading in the United States.

Local correctional facilities are directed to coordinate all disease control and prevention efforts with their county/city health departments, each of which is receiving appropriate guidance and assistance of the New York State Department of Health (DOH). For your reference, below please find links to important federal and state resources:

- DOH Coronavirus Hotline: 1-888-364-3065
- DOH Website: https://www.health.ny.gov/diseases/communicable/coronavirus/
- DOH Guidance: https://health.ny.gov/press/advisories/docs/2019_novel_coronavirus.pdf
- DOH Public Service Announcements:
  - https://www.youtube.com/watch?v=uqYkA7fwhxA
  - https://www.youtube.com/watch?v=QZnYfqghMk0
- CDC Website: https://www.cdc.gov/coronavirus/2019-ncov/
- CDC Travel Advisories: https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html

As discussed in the above DOH advisory, the Novel Coronavirus may cause mild to severe respiratory symptoms like cough, fever, trouble breathing and pneumonia. Likewise, the above CDC travel advisory contains precautions with regard to the following destinations: China, Iran, South Korea, Italy and Japan. Pursuant to 9 NYCRR sections 7002.6 and 7013.7, each incarcerated individual is required to undergo a medical screening, initial screening and risk assessment immediately upon admission to elicit and record information, such as the individual's medical conditions, visible injuries, appearance and behavior, and any other relevant information concerning the safety or welfare of the individual. **To this end, it is imperative that each local correctional facility supplement its admission and visitor screening instruments and processes to include observations and questioning for the**

above-referenced symptomology, and for inquiry into recent foreign travel of the individual being screened and their family members.

Additionally, please be reminded of the existing reporting requirements that must, pursuant to 9 NYCRR Part 7022 and the *Reportable Incident Manual for County Jails and the New York City Department of Correction*, be conveyed via the eJusticeNY Integrated Justice Portal:

- Any physician-confirmed case of Novel Coronavirus (COVID-19), of either an incarcerated individual or facility personnel
- Any quarantine of a local correctional facility, or portion thereof, by a physician or local, state or federal department of health or other agency
- Any removal or relocation of an incarcerated individual or facility staff for quarantine purposes by a physician or local, state or federal department of health or other agency
- Any declared county state of emergency or the evacuation of any part of a local correctional facility
- Any admission of an incarcerated individual to a hospital

Notwithstanding the reporting requirements set forth in the *Reportable Incident Manual*, all local correctional facilities are hereby ordered and directed, pursuant to Correction Law sections 44(4) and 46(1), to immediately report, via the eJusticeNY Integrated Justice Portal, any reportable incident that concerns, involves, or is caused by the Novel Coronavirus.

Allen Riley

Allen Riley, Chairman