

SCI-MUNCY COVID-19 Summary Sheet for Inmates on Frequently Asked Questions – Dec 10,2020

- **MASKS** – Masks are **MANDATORY** any time you are out of your cell. Only the white masks are permitted with the exception of certain details.
- **HAND WASHING** –Wash your hands prior to leaving your cell and upon returning to your cell every time.
- **CLEANING** – Cleaning is essential and needs to be done regularly on every unit and in between cohort use of unit amenities. Spray bottles are provided in-cell for cell cleaning.
- **COHORTS** – Each unit has been divided up into small groups of inmates, called cohorts, based on your cell assignment. Only inmates in the same cohorts are permitted to be out of their cells at the same time and **there should not be any mixing of cohorts.**
- **MOVES** – Inmate cell moves are restricted at this time and will only be done at the direction of the Unit Manager, Shift Commander, or Administration.
- **DORM UNITS** – Inmates are only permitted to be in their assigned cube and cannot enter other cubes. Inmates caught in other cubes are subject to a misconduct.
- **CPS** – CPS inmates are permitted to be utilized on their own units as needed but must remain 6’ from the cell door or cube. Both the CPS and the inmate in the cell MUST have their masks on when talking with the CPS at the cell door. CPS will continue to make rounds in the RHU and POC as scheduled. CPS may NOT make rounds if a unit on enhanced QT.
- **SHOWERS, PHONES, KIOSK, HOPPER** – Each cohort has an assigned daily time for showers, phones, kiosk AND hopper use. You may only utilize these areas during your cohorts designated time.
- **COMMON ROOM**- Common room is not permitted at this time.
- **YARD** – Outdoor rec will be provided at the housing units and the main yards will be closed at this time.
- **CABLE** – Each inmate has been approved to receive free cable through March 2021 if you have a TV. We are not providing TVs to every cell.
- **ENVELOPES** – Each inmate has been approved to receive 12 free envelopes monthly, until further notice.
- **ZOOM VISITS** – These can be scheduled by your family/loved ones and they must download the Zoom app on their personal electronic device. If your unit is on Enhanced QT you are not permitted to attend visits in the Visiting Room. Information is available for your families at www.padoc.gov.
- **DETAILS** – There are limited details working throughout the facility as approved by the Administration. Details working will receive additional incentive bonuses as set by Administration. Talk to your supervisor for info.
- **INMATE PAY** – Details that have been limited or suspended due to COVID-19 will continue to receive their inmate pay unless by your own actions you are placed in a “refusal to work” status.
- **COMMISSARY** – will be delivered to your unit.
- **LAUNDRY** – All laundry will be picked up and delivered to the units per the laundry schedule.
- **MEALS** – All meals will be delivered to the housing units.
- **MEDS** – All medications with very few exceptions, including some injections, will be delivered to your cell.
- **MEDICAL** – all Medical concerns should be communicated via the sick call process unless there is an urgent medical issue and then you need to notify your housing unit officer.
- **SICK CALL** – GP sick calls are collected daily and reviewed on the units. Sick calls are triaged and you will be called down to the infirmary as indicated by the provider. \$5 copay for **influenza-like-illness ONLY** has been waived. Submit sick call asap if you have influenza-like-illness.
- **KOP MEDS** – submit a sick call slip for all refills and attach your stickers to the slip. Refills will be distributed Mon, Wed, and Fri. Submit these prior to the expiration of your meds.
- **DENTAL** – Dental care/procedures remain limited due to COVID restrictions. Procedures producing aerosols are not permitted at this time. You may be required to complete a COVID test with a negative result prior to receiving dental treatment. Emergency dental will be triaged as indicated, via dental sick call process.
- **CHRONIC CARE** – Appointments are occurring but may be delayed due to limitations in Medical. Please utilize the sick call process if you have any urgent needs or concerns.

Please note that this information is subject to change and any updates will be available on channel 53.

- **LABS** – Labs are being done but may take longer than normal to complete.
- **EYE CLINIC** – Routine appointments are being done but may take longer than normal to complete.
- **MED CHECKS** - Routine Psychiatry med checks are being done but may take longer than normal to complete. If you have a concern with your medication, notify your unit Psychological Services Specialist or write a request to Psychiatry in the MHU Building.
- **MEDICAL TRIPS** – Inmates going on medical/hospital trips are required to quarantine upon return to the facility. This is for your safety and the safety of others. We encourage you to continue to participate with your medical treatment during this time.
- **UNIT TEAMS** – Various members of the Unit Team staff will be conducting daily rounds on the housing units. Unit Team staff continue to be available via request slips as well.
- **RELIGIOUS SERVICES** – Religious services will be available on the Inmate Channel 37 and religious materials will be provided to inmates in-cell. Chaplains will also be making periodic rounds on the units and available via inmate requests.
- **PROGRAMMING** – All mandatory institutional programming will be completed in cell and program prioritization placement guidelines will continue to be followed.
- **LAW LIBRARY** – Services will continue as needed. Send a request to Ms. Williams, Librarian, in order for her to schedule an appointment. Cases concerning criminal matters like Post Conviction Relief Act or Writs of Habeas Corpus will be prioritized.
- **LIBRARY** – General library is closed but you can request books by writing to Ms. Williams and a book exchange will be completed on the unit.
- **EDUCATION** – Teachers will continue to offer educational services through packets that will be provided to you on the units. Your educational pay will be determined by your completion of the assigned packets. There should be a pick-up/drop-off schedule posted on the unit. See your UM if this isn't posted.
- **PROPERTY** – Inmates will continue to go to Property for individual appointments at this time.
- **PAROLE** – Parole is continuing to see inmates, conduct Parole hearings, and process releases. **There has been no update or reinstatement of any early release process at this time.**
- **RELEASES** – Releases will continue to be processed and all inmates will be quarantined and COVID tested prior to release. Refusing testing or a positive result may delay your release with the exception of FDME (max outs).
- **COURT/ATA** – Inmates going to court/ATA, even for same day trips, must quarantine upon return to the facility.
- **REENTRY SERVICES** – Reentry assistance continues to be available via request slip to Ms. Pensyl.
- **TRANSPORTATION** – All inmates who are releasing are strongly encouraged to make arrangements for personal transportation for release due to limited availability of bus transportation at this time. Transportation will be reviewed for those who are unable to arrange for personal transportation. DOC continues to provide transportation to those releasing to a center.
- **COVID TESTING** – COVID testing is completed for specific reasons (release, medical procedure, ATA, new reception, etc.) and by order of the medical staff in accordance with our testing guidelines. Inmates cannot request voluntary COVID testing, absent these circumstances, at this time.
- **QUARANTINE** – Quarantine/Enhanced Quarantine/Isolation time frames vary and are based on multiple factors. We follow Department of Health, Bureau of Health Care, and Department of Corrections procedures when determining whether an inmate needs to quarantine/be isolated and for how long.

The best protection continues to be following these guidelines:

- **Wash your hands frequently for at least 20 seconds**
- **Do not touch your face**
- **Cover your cough/sneeze with your elbow or tissue**
- **Clean and sanitize regularly**
- **Practice social distancing**
- **Submit a sick call if you are not feeling well**

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