

<b>ALAMEDA COUNTY SHERIFF'S OFFICE</b>  <b>DETENTION AND CORRECTIONS</b>  <b>POLICY AND PROCEDURE</b>	<b>NUMBER:</b> 13.05	<b>PAGES:</b> 1 of 2
	<b>RELATED ORDERS:</b> ACA 4-ALDF-4C-14, 4C-16, 4C-17 MJS 1051,1206	
	<b>ISSUED DATE:</b> July 1, 1989	
	<b>REVIEW DATE:</b> December 10, 2015	
	<b>REVISION DATE:</b> October 22, 2014	
<b>CHAPTER:</b> Medical and Health Care Services	<b>SUBJECT:</b> Infectious Disease Notification Requirements	

- I. **PURPOSE:** To establish procedures for notifying individuals who may have been exposed to any reportable infectious disease in the Alameda County Jails.
- II. **POLICY:** The Alameda County Sheriff's Office shall make every effort to notify staff, contract personnel, volunteers, and members of outside agencies who may have been exposed to an inmate with a reportable infectious or communicable disease.
- III. **DEFINITION:** REPORTABLE INFECTIOUS DISEASE: A respiratory, blood borne, or other infectious disease as defined in Title 17, Section 2500 of the California Code of Regulations, including, but not limited to, Acquired Immune Deficiency Syndrome (AIDS), Hepatitis, Tuberculosis, Human Immunodeficiency Virus (HIV), Ebola, and Meningitis.
- IV. **PROCEDURE:**
  - A. The following procedures will be adhered to by Sheriff's Office staff whenever an inmate is believed to be infected with a reportable infectious disease.
    1. A written report will be made to the facility Commanding Officer, which will include the date and time the inmate was received, who the inmate was received from, and a movement history during their incarceration in the Alameda County Jail system. A copy of the report shall be retained by the Watch Commander and the original forwarded to the Commanding Officer.
    2. The inmate will be isolated from other inmates and staff and medical staff shall be called to make an assessment of the inmate's medical condition. If necessary, the inmate shall be moved to the Outpatient Housing Unit (OPHU) and placed into a negative airflow equipped room.
    3. The facility Executive Lieutenant will handle identification and notification of all custody staff and any other personnel who have had direct contact with the inmate.

4. The contracted medical provider, with the assistance of the Sheriff's Office, shall be responsible for identifying and treating any other inmates who have had contact with the subject inmate.
5. The contracted medical provider shall initiate necessary medical tests to confirm the actual condition and status of the subject inmates. Tests shall be completed without delay and shall be reported promptly to the facility Executive Lieutenant. The Executive Lieutenant shall ensure that the custody file, AJIS classification record, housing custody card and all court disposition sheets are appropriately flagged.
6. The Executive Lieutenant shall document all actions taken on an Infectious Disease Incident Tracking Form, ensure that any verified job-related exposures to infectious disease are documented, and that Sheriff's Office personnel receive or are referred to receive appropriate medical attention.

**B. MEDICAL ISOLATION AND SPECIAL PRECAUTION FORMS:**

1. From time to time, clinic personnel identify inmates who need to be isolated from the general population or are in need of special handling precautions for medical reasons. When clinic personnel identify inmates who fit into these categories, they will be transferred to the OPHU until they are released or medically cleared to return to a housing unit.
2. Medical information on inmates is confidential. Sworn personnel are limited in the kind of information they may have regarding an inmate's medical condition. It is incumbent on sworn personnel to strictly adhere to directions set forth in either the Medical Isolation or Special Precautions Forms. If personnel need clarification about information on the forms, they should contact the contracted medical provider Communicable Disease Coordinator. Sworn personnel who need clarification must remember that medical staff cannot release specific information, i.e., kind of illness, etc., in some cases.