City and County of San Francisco
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San Francisco Health Network
Behavioral Health Services
Special Programs For Youth (SPY)

# INTAKE UNIT PROTOCOL

Updated 7/29/2020

- **All new intakes who are asymptomatic and have not had close contact with a COVID-19 case in the 14 days** leading to admission will be housed on the Intake Unit.

- **All youth** must eat meals inside their rooms for full length of stay on the Intake Unit.

- **All youth** are to be given disinfectant wipes to clean the shower handle and anything else that they touched outside of their room, such as shower handles and phone.

- **As with all units, common areas, especially high-touch areas,** should be cleaned and disinfected multiple times a day by staff.

- **All youth and staff** should exercise frequent hand washing (20 seconds with soap and water), strict physical distancing (maintain 6ft distance away from each other), and always have mask on (youths can take mask off if alone in their room).

- **Youth awaiting Admissions COVID-19 test result AND youth who refused testing are on placed on <u>Intake Isolation status:</u>**
  A) These youth are to be restricted to their rooms with door closed except for phone calls, shower, LMA on the unit only, and meetings with SPY staff. These youth should not go off the unit.
  B) These youth should be **assigned to a different shower,** ideally on a different tier, than the one used by youth with confirmed negative Admissions COVID-19 test result.
  C) If there is an adjacent shower stall, it should remain empty when a youth is showering.
  D) Youth who refused COVID-19 testing should remain on Intake Isolation status and restrictions until informed otherwise by SPY. SPY will reoffer COVID-19 testing to youth daily for the first 7 days and on day 13.
  E) **SPY BH clinicians** will check in with youth twice a day while they are on Intake Isolation status.
  F) **SPY nurses** will verbally screen for COVID-19 symptoms and check their temperature twice a day while they are on Intake Isolation status.

- **Once Admissions COVID-19 test result is back, SPY will inform the JJC OD, Unit staff, JJC Director, SPY Director and SPY Medical Director:**

**A) Youth with negative Admissions COVID-19 test result are placed on <u>Intake Quarantine status</u>:**

- Youth in the Intake Quarantine group should be **assigned to a different shower,** ideally on a different tier, than the one used by youth in the Intake Isolation group.
- If there is an adjacent shower stall, it should remain empty when a youth is showering.
- These youth are no longer restricted to their rooms and can interact with other youth in the Intake Quarantine group in the milieu while masked at all times and maintaining social distancing as much as possible.
- These youth can go off the unit to the courtyard for LMA. They cannot go to the EC, Gym, MPR, or Merit Center.
- **SPY nurses** will verbally screen youth for COVID-19 symptoms and check their temperature once a day.
- These youth will receive a second COVID-19 test on Day 13 of their detention; if they have been asymptomatic x14 days and their Day 13 COVID-19 test result is confirmed negative, they will be cleared to move to a general population unit.

**B) Youth with positive COVID-19 test result AND youth who develop COVID-19 symptoms while on the Intake Unit will need to be placed on medical isolation precautions on the Intake Unit:**

- Medical isolation protocol will apply to these youth while they are on the Intake Unit until they can be transferred to the Medical Isolation/Quarantine Unit.