

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 500.60.21	Page 1 of 6
	Original Effective Date: 03/07/22	New Effective Date: 05/26/25
	Supersedes: 500.60.21	Dated: 12/16/24
	Administrator's Approval: Shannon Butcher, Administrator – 4/30/25	
	Required Posting or Restricted:	
<input checked="" type="checkbox"/> PIOC <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 500 Health Services		
Subject: Respiratory Illness Management		

POLICY STATEMENT

All Division of Adult Institution facilities shall apply infection control principals for the management, surveillance, prevention and control of respiratory illness including COVID-19 and influenza.

REFERENCES

Center for Disease Control and Prevention. *Respiratory Virus Guidance Update Frequently Asked Questions*. 09/19/2024 and *Respiratory Virus Guidance* 03/01/2024

DAI Policy 300.00.09 – Death of PIOC

DAI Policy 500.60.01 – Infection Prevention and Control Program

DAI Policy 500.60.10 – External Reporting of Communicable Disease

DAI Policy 500.60.13 – Airborne/Droplet Infections

DAI Policy 500.60.15 – Health Care Worker Influenza Vaccination Program

Wisconsin Department of Health Services Administrative Code DHS 145 Communicable Diseases and other notifiable conditions

Standards for Health Services in Prisons – National Commission on Correctional Health Care, 2018 P-B-02 – Infectious Disease Prevention and Control

Wisconsin Statutes s. 302.38 - Medical Care of Prisoners

Wisconsin Statutes s. 302.385 - Correctional Institution Health Care

DEFINITIONS, ACRONYMS AND FORMS

ACP – Advanced Care Provider

Asymptomatic – showing no signs or symptoms of an illness, whether or not the illness is present.

CDC – Centers for Disease Control and Prevention

Communicable Disease Reporting Category II- Category II diseases should be reported within 72 hours of the identification of a case or suspected case.

DOC-3504 – Infection Control: Patient and Employee Precautions

DOC-3608 – Communicable Disease Notice to Staff

DOC-3609 – Communicable Disease Alert to Visitors

DOC COVID Grid - Guidelines for testing and housing strategies

HSU – Health Services Unit

HSM – Health Services Manager

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Influenza Like Illness (ILI) – Symptoms include fever and cough and/or sore throat. In addition, illness may be accompanied by other symptoms including headache, tiredness, runny or stuffy nose, body aches, diarrhea and vomiting.

Isolation - The separation of an infected or potentially infected person from healthy persons to prevent the spread of disease.

Outbreak – Two or more patients or staff from the same facility with illness onsets within 72 hours of each other with confirmed ILI

PIOC – Persons in Our Care

POC-0040 – Infection Control – Hand Hygiene

POC-0040C – Infection Control – Standard Precautions

PPE – Personal Protective Equipment

Quarantine – Separating or restricting the movement of people who were exposed to a contagious disease to monitor if they become sick.

Physical Distancing – Also called “social distancing,” means keeping a safe space between yourself and other people. To practice social or physical distancing, stay at least 6 feet (about 2 arm lengths) from other people in both indoor and outdoor spaces.

Suspected ILI - ILI symptoms are present but the person has not been tested via a viral test or is awaiting test results.

Standard Precautions – Precautions intended to be applied to the care of all patients regardless of the suspected or confirmed presence of an infectious agent.

Implementation of Standard Precautions constitutes the primary strategy for the prevention of transmission of infectious agents among patients and staff.

Symptomatic – Showing symptoms or signs of an illness.

Transmission-based precautions - A set of infection control measures used for patients who may have or do have a contagious disease to prevent the spread of infection. (i.e. contact, droplet, airborne) Transmission-based precautions are used in addition to standard precautions.

POLICY

I. Prevention

- A. Measures to prevent the spread of ILI shall be promoted including:
1. When possible, avoid close contact with persons who are sick.
 2. Avoid touching the eyes, nose, or mouth.
 3. Wash hands often.
 4. Respiratory hygiene (cough etiquette).
 5. Clean and disinfect frequently touched surfaces.
 6. Use recommended personal protective equipment (PPE).
 7. Monitor for symptoms.
 8. Monitor for outbreaks in facilities and surrounding communities.
 9. Encourage vaccinations in alignment with CDC recommendations.
 10. Prompt management of confirmed cases.

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- B. Additional prevention measures that may be used to further protect self and others:
 1. Wear a face mask.
 2. Physical distancing.
 3. Test for respiratory viruses.

II. Infection Control Measures to Reduce the Risk of Respiratory Virus Introduction into Facilities.

- A. For PIOC intake and transfer guidelines, reference the most current DOC COVID Grid, located on myDOC and the BHS SharePoint site.
- B. Staff experiencing ILI symptoms:
 1. Staff experiencing ILI symptoms shall stay home (or go home if they develop symptoms while at the facility) and remain off work until at least 24 hours after both their symptoms are improving and they have not had a fever (and are not using fever-reducing medication).
 2. Staff shall report symptoms of ILI to their supervisor at the first sign of illness.
 3. Staff shall adhere to Human Resources policies for use of leave benefits.

III. Rapid Detection of Cases

- A. HSU shall instruct PIOC to report symptoms of ILI to staff at the first sign of illness.
- B. HSU shall perform management and detection for ILI based on current respiratory illness guidance (DOC COVID grid).
- C. The HSM shall ensure notices related to ILI are posted throughout the facility and educate on signs and symptoms of ILI.
- D. At a minimum, testing of PIOC for ILI shall continue until a viral strain is identified and there is a pattern of two or more confirmed cases.

IV. Management and Isolation of Suspected and Confirmed Cases

- A. BHS shall develop and maintain policy and procedures for management of respiratory illness in alignment with CDC and WI DHS guidance.
- B. Facilities shall post for outbreaks:
 1. DOC-3608 – Communicable Disease Notice to Staff.
 2. DOC-3609 – Communicable Disease Alert to Visitor.
 3. DOC-3607 – Communicable Disease Notice to Inmates/Youth
 4. DOC-3607S – Communicable Disease Notice to Inmates/Youth (Spanish version)
 5. DOC-3504 – Infection Control: Patient and Employee Precautions.

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- C. During an ILI outbreak, the facility shall implement the following:
1. Follow facility specific pandemic plan.
 2. Cancel internal group gatherings in affected areas.
 3. Serve meals in rooms or stagger meals and other activities to provide physical distancing between individuals.
 4. Consider temporarily suspending visitation or modifying visitation programs.
 5. If the outbreak is widespread, consider limited activities (e.g., recreation, library) throughout the facility.
 6. Consider restrictions and limitations to allow for areas with physical distancing.
 7. Determine whether there is a need to limit transfers in and out of the facility.
 8. PIOC workers assigned to the HSU, infirmary or outbreak areas shall wear recommended PPE. Work may be suspended during outbreak periods.
 9. Eating utensils and dishes belonging to those who are sick do not need to be cleaned separately, but shall not be shared without thorough washing.
 10. Laundry:
 - a. Bedding and towels shall be washed in the facility laundry and not on the unit.
 - b. Laundry workers shall be provided recommended PPE.
- D. Transmission-based precautions (i.e. contact, droplet, airborne) shall be implement for PIOC with suspected or confirmed ILI:
1. Type(s) of transmission-based precautions to implement shall be determined in accordance with CDC Guidelines for isolation precautions communicated via the DOC-3504.
 2. Transmission-based precautions shall be initiated and discontinued by HSU.
- E. Co-payments for health services shall be managed in accordance with DAI Policy 316.0.01.
- F. Health assessments:
1. Routine health assessments shall be completed and documented on all quarantined and isolated PIOC in the HCR.
 2. Additional PIOC assessments shall be determined on a case by case basis.
 3. For soon-to-be released PIOC with ILI, staff shall make direct contact with community resources for proper isolation and access to medical care following release.
- G. ILI antiviral treatment recommendations for PIOC.
1. HSU shall identify and address the special health needs of persons at high risk for complications following influenza-like illness.
 2. Transmission-based precautions shall continue while PIOC are taking antiviral therapy.

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H. Staff seeking prophylaxis and/or treatment shall be encouraged to contact their personal health care provider.

V. Reporting

- A. Internal reporting: The HSM/designee shall monitor the number, severity and location of cases of ILI at each facility via DOC established reporting method(s).
- B. External reporting of communicable disease: The HSM/designee shall be responsible for compliance with external reporting requirements including:
1. Communicable disease reporting of ILI in accordance with DAI Policy 500.60.10 and WI DHS Communicable Disease Reporting Requirements. This includes, but is not limited to:
 - a. Influenza-associated hospitalization (Category II disease reporting).
 - b. COVID-19 hospitalizations (Category II disease reporting).
 - c. RSV hospitalizations (Category II disease reporting).
 2. Death reporting shall be done in accordance with DAI Policy 300.00.09.

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility:		
Original Effective Date:	DAI Policy Number: 500.60.21	Page 8 of 8
New Effective Date: 00/00/00	Supersedes Number:	Dated:
Chapter: 500 Health Services		
Subject: Respiratory Illness Management		
Will Implement <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval:		

REFERENCES

DEFINITIONS, ACRONYMS AND FORMS

FACILITY PROCEDURE

- I.
 - A.
 - 1.
 - a.
 - B.
 - C.

- I.
 - A.
 - B.
 - C.