



City and County of San Francisco
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Mayor

San Francisco Department of Public Health

Grant Colfax, MD
Director of Health



San Francisco Health Network
Behavioral Health Services

Special Programs For Youth (SPY)

COVID-19 COTTAGE ORDERS (INTAKE UNIT FOR NEW ADMITS)

Updated 9/21/2020

RECOMMENDED PPE (Personal Protective Equipment) TO BE WORN:

- § Appropriate PPE should be worn by JJC staff at all times

Face Mask	Gloves	Gown	Facial Shield

Should be worn at **ALL** times.

Should be worn when in physical contact of youth.

When within 6 feet of COVID positive youth.

When within 6 feet of contact with sick youth.

When within 6 feet of contact with youth pending test results.

When within 6 feet of contact with COVID positive youth.

When within 6 feet of contact with sick youth.

When within 6 feet of contact with youth pending test results.

FOR ALL YOUTH ON THIS UNIT:

- § All new admits who do not present with any COVID-19 symptoms and have not had any exposure to COVID-19 in the 14 days leading up to admission will be housed on this unit for at least 14 days.
- § Youth cannot leave the Intake Unit at any time. Only exceptions are youth who are on Intake Quarantine status: they can only leave the unit to go to court, medical clinic, and LMA in outdoor courtyard behind Central Control.
- § Youth should not go to the gym, EC, Merit Center or MPR.
- § Youth must eat all meals in their room while on the Intake Unit.

- § Youth must wear their mask to and from their room and shower; they should have a paper bag with them to place mask in while they are showering; they should be given gloves and disinfectant to wipe down shower handles after use.
- § Youth should wipe down anything they touch in the common areas with disinfectant wipes or paper towels after use.
- § Youth should be reminded to practice frequent hand washing, maintain 6 feet apart from each other and staff, and wear mask at all times except when alone in their own room.
- § Medical will notify OD, unit staff, and JJC Director when a youth's status has changed (ex. Intake Isolation to Intake Quarantine or Intake Quarantine to General Population).

TWO GROUPS OF YOUTH ON THIS UNIT:

1) INTAKE ISOLATION- These youth are waiting for their first JJC COVID-19 test result or have refused COVID-19 testing.

- § Youth in this group must stay in their room until notified by Medical that they are no longer on Intake Isolation and can be moved to the Intake Quarantine group.
- § They can come out of their room for shower, LMA (on the unit ONLY), phone calls, and meetings with SPY staff on the unit. No in-person court appearances.
- § Youth can clean their own rooms and anything they touch in the common areas, but they should not participate in cleaning crew duties.
- § Youth in this group must be assigned a different shower than the one used by youth in the Intake Quarantine group.

2) INTAKE QUARANTINE- These youth have a confirmed negative result for their most recent test (NEW as of 9/21/2020: Youth are tested at admissions, Day 7, and Day 14).

- § These youth can spend time out on the unit together as long as they remain 6 feet apart and are fully masked (mask covering nose and mouth), but should avoid being out at the same time as youth from the Intake Isolation group. It is ok for youth who are on Intake Quarantine to be in the classroom or the unit courtyard while a youth on Intake Isolation is out of their room.
- § Youth in this group can go to outer courtyard behind Central Control for LMA, but no contact sports or strenuous activity. Must keep mask on and stay 6 feet apart even when outdoors, and should wash their hands before and after as well as wipe down any equipment used.
- § Youth in this group can do cleaning crew as long as they are wearing a mask and gloves. They should wash their hands before and after cleaning.