

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

7/3/2020

**FOR ALL YOUTH ON THIS UNIT:**

- Youth cannot leave the Intake Quarantine Unit at any time except for court and medical services (ex. NO gym, EC, Merit Center, MPR)
- Youth must eat all meals in their room while on the Intake Quarantine Unit with disposable plates and utensils
- 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
- Frequent hand washing, maintain 6 ft apart from each other and staff, everyone must wear mask on the unit (except when youth is alone in room)

**YOUTH ON TIER 2 (Upper Level)**

- Youth housed on this tier have not yet been tested or are awaiting test result. They will be moved to Tier 1 when their test result is confirmed negative.
- Youth must stay in their room (exceptions: OK to leave room for shower, LMA in courtyard/milieu, phone calls, meetings with SPY staff) until notified by Medical that their admissions COVID-19 test result is negative
- Youth on this tier must only use the shower on Tier 2 (Upper Level)
- Youth should only clean the limited objects they touched while out of their room, such as shower handle, door handle, remote control, chair, table
- Youth should not do any cleaning of the unit or kitchen (no cleaning crew duties allowed)

**YOUTH ON TIER 1 (Lower Level)**

- Youth housed on this tier have a confirmed negative admissions test result
- Youth on this tier must only use the shower on Tier 1 (Lower Level)
- These youth can spend time out on the unit together, but should not be out when a Tier 2 youth is out

**\*\*Due to limited supply, SPY can only provide one canister of 150 disinfectant wipes to the Unit every two weeks \*\***