

## **ORIENTATION NOTICE**

### **NORTHERN CORRECTIONAL INSTITUTION - COVID UNITS**

All inmates that are admitted to the COVID units have tested positive for the COVID 19 Virus. Once admitted to a COVID unit, you should expect the following procedures:

1. Medical is onsite 24 hours a day, 7 days a week. Expect to receive your medications as prescribed. Methadone maintenance will be distributed on a daily basis by the methadone clinic. If any medical issues arise or you experience any changes in your medical condition, please immediately notify staff. Medical will be notified. Vital signs are taken twice a day. Any questions for medical should be addressed during this time, unless there is an emergency, notify unit staff.
2. Discharge from the COVID-19 unit will be considered after 14 days from the onset of symptoms (not testing date). In addition, you must be 72 hours fever free without the use of fever reducing medication and have a noted improvement in symptoms. The official determination will be made by the health care provider.
3. Property will be distributed as we receive it from your sending facility. Please keep in mind, there is a limit of 2 boxes/bags of property that will be sent. The remaining property will be stored at your sending facility.
4. Mail will be delivered upon receipt. If you have outgoing mail, notify staff and they will place it in the outgoing mailbox. Legal mail will be distributed as received in accordance with the legal mail policy.
5. Phone calls will be given on a daily basis. To ensure that everyone is afforded an opportunity to a daily phone call, you are limited to 15 minutes' worth of phone time.
6. Due to the limited amount of time that you will be in the COVID unit, commissary orders will not be addressed or filled. Commissary items, when available will be distributed accordingly.
7. There will be no outside of cell recreation and no showers. You will be provided all hygiene products and a towel to wash in the cell. If you need additional hygiene products, please notify staff. We are leaning on the guidance provided by the Centers for Disease Control and Prevention (CDC) and the CT Department of Health (DPH).
8. Notary services are currently not available in the unit. Routine requests to your unit counselor will be addressed at your original facility.
9. Mental Health services are available by request. Please inform a staff member immediately if you are having any emotional problems you need to talk with someone about.
10. Please ensure that you are wearing your masks at all times when exiting the cell.
11. If you wish to clean your cell, notify staff. Also if there are any maintenance issues with your cell, please notify staff and a work order will be generated to fix the issue(s).
12. Any additional questions or concerns, please address unit staff.