MEMORANDUM FOR ALL CLINICAL DIRECTORS
ALL HEALTH SERVICES ADMINISTRATORS
ALL QUALITY IMPROVEMENT/INFECTION PREVENTION COORDINATORS

FROM: Jeffery D. Allen, M.D., Medical Director
Health Services Division

SUBJECT: Guidance on 2019 Novel Coronavirus Infection for Staff Screening

The Centers for Disease Control and Prevention (CDC) has issued a health advisory related to the outbreak of 2019 Novel Coronavirus (2019-nCoV) which originated in Wuhan, China. Subsequently, the World Health Organization identified this outbreak as a global health emergency. Both organizations have issued interim guidance which may be found at https://www.cdc.gov/coronavirus/2019-nCoV/index.html, and https://www.who.int/health-topics/coronavirus, respectively.

The illness caused by 2019-nCoV has been identified in other countries including the United States and is primarily associated with travel in Hubei Province and Wuhan, China. A warning has been issued to avoid all nonessential travel to China. Understanding of this new virus and the outbreak it is causing is limited but is evolving as the international community learns more about it. The above websites should be referenced for the most current information and recommendations.

Symptoms of the illness primarily include fever, cough and shortness of breath or difficulty breathing. Currently, there is no vaccine or treatment for 2019-nCoV. Person-to-person transmission has been demonstrated and is thought to occur by respiratory droplets, similar to how a cold is transmitted. The best preventive measures include frequent hand washing or use of alcohol-based hand sanitizer, avoiding touching areas of the face, staying away from people who are sick, and staying home if you are sick, whenever possible. Covering the nose and mouth when coughing or sneezing is also helpful. Personal protective equipment is recommended for close contact with Persons Under

Recommendations for a potentially-exposed person depend on both the risk of exposure and the presence or absence of symptoms, as follows.

**Risk factors** for exposure to 2019-nCoV (as of 1/31/2020) include:
- Travel from mainland China in the past 14 days, or
- Close contact with a confirmed case of 2019-nCoV

**Symptoms** of 2019-nCoV (as of 1/31/2020) may include:
- Fever or
- Cough or
- Shortness of breath or difficulty breathing
- Other possible symptoms may include chills, body or muscle aches, headaches, vomiting or diarrhea.

These criteria may change as more information becomes available. The most current recommendations may be found at [https://www.cdc.gov/coronavirus/2019-nCoV/hcp/clinical-criteria.html](https://www.cdc.gov/coronavirus/2019-nCoV/hcp/clinical-criteria.html)

We ask that staff who have reported travel to China or have had close contact to individual(s) with a confirmed case of 2019-nCoV answer the questions on the attached tool. The tool can be administered by the Human Resource Manager, Clinical Director, or Health Services Administrator at the facility.

At the completion of the tool, the institution should reach out to CAPT Sylvie Cohen who in collaboration with Human Resource Management Division will provide further direction regarding the staff member’s disposition. CAPT Cohen may be contacted by email at scohen@bop.gov or by phone at 202-305-3633.

This memo and the screening tool will be posted on Sallyport and additional information from the CDC is attached.

Attachments (3)

cc: Regional Directors
- N. C. English, Assistant Director, HSD
- Chris A. Bina, Sr. Deputy Assistant Director, HSD
- L. Cristina Griffith, Assistant Director, HRMD
- Sheila Kiernan, Sr. Deputy Assistant Director, HRMD
- Christopher Wade, Chief, Labor Relations
BOP-HSD/Executive Assistant
HSD Branch Chiefs / Chief Professional Officers
Regional Medical Directors
Regional Health Services Administrators
Regional Quality Improvement /Infection Prevention Coordinators