



COUNTY OF SANTA CLARA
Health System

**Custody Health Services
 Administration**
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Date: December 30, 2021

To: Custody Health Services and Custody Bureau Employees

From: Dr. Eureka Daye, Director of Custody Health & Custody Behavioral Health Services
 David Sepulveda, Assistant Sheriff, Custody Operations
 Nick Birchard, Deputy Chief Probation Officer

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Asst. Sheriff David Sepulveda
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Subject: Immediate COVID-19 Rapid Antigen Twice - Daily Testing

As you know, we have had several significant recent COVID-19 outbreaks in our jail facilities. These outbreaks have arisen as the Omicron variant has become the dominant variant, which significantly is more transmissible.

To mitigate these outbreaks and to address the additional risks posed by the Omicron variant we are working with Public Health to implement several new strategies. Our daily rapid COVID-19 testing for staff has been and remains a critical component of our success in mitigating the spread of COVID-19 over the past months. To address the changed circumstances in COVID-19 staff cases, as a temporary measure, and based on the recommendation of the Public Health Department, we believe we need to again increase the frequency of vaccinated staff testing in the adult custody facilities to ensure that asymptomatic staff are not unknowingly carrying and transmitting COVID-19.

Beginning Friday, December 31, 2021, all Custody Health Services and Custody Bureau employees working in Main Jail and Elmwood, including all vaccinated staff, are required to receive daily antigen testing twice a day.

1. Custody Health Service and Custody Bureau staff are expected to primarily use the Custody Health Services-operated site-based "testing centers" at each facility. Department Managers may approve the use of an iHealth "at-home" antigen test kit for staff who are unable to use the testing centers during their shift. The iHealth kits can be picked up at the "testing centers".
2. Employees using the self-testing iHealth kit, are still required to turn in the standard asymptomatic employee testing ticket (attached) to the "testing center" even if the results are negative, for compliance purposes. If the results are positive, the employee shall inform his/her manager, alert and go to the "testing center" to complete a PCR test and leave the premises.

3. No later than Monday, January 10, 2022, but as early as possible, CHS staff working at James Ranch and Juvenile Hall will test once per day using antigen tests. The tests will be completely self-administered. Custody Health Services will continue to coordinate the logistics associated with the testing programs at the Juvenile settings.

We recognize that this is an impromptu change, but agree that that we should start implementing now, even if implementation will be uneven for the next several days. We also highly encourage any Custody Health and Custody Bureau employees at the jails who receive this memorandum and who are working starting tomorrow, December 31, 2021, to receive antigen testing twice during their shift – at the beginning of their shift and at the ½ way mark (1st and 4th hour for 8-hour shifts and 1st and 5th hour for 10-hour shifts)

All Custody Health Services and Custody Bureau employees are still **required** to mask every day, maintain social and physical distancing, and wash hands frequently to protect all other employees and patients who have not been vaccinated. Those employees received any specific instructions for testing or masking based on any specific criteria must follow those guidelines instructed to them.

If you have any questions, please reach out to you manager or the COVID-19 Antigen Intake & Testing Team. Thank you for all you are doing to keep yourselves, each other, and our patients safe.



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Asymptomatic Employee COVID-19 Testing

Employee Information **Please Write Clearly.**

Last Name: _____ First Name: _____

Employee ID: _____ Date of Birth: ____/____/____

Sex on CA ID or DL: Male Female Nonbinary Prefer Not to State

Supervisor name: _____

Personal Phone Number: (____) _____ - _____

Department (check and circle one):

- Custody Health Services: **1)** Adult / Juvenile **2)** Medical (____) / Behavioral (____)
- Sheriff's Office: Sworn / Civilian / Food Services / Admin Booking / Pre-Trial Services
- Probation: Sworn / Civilian
- Other: _____ / FAF / Contractors (Company: _____)

Today's Assigned Work Location:

- Main Jail Elmwood Juvenile Hall James Ranch Other: _____

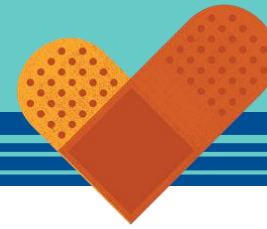
Exposure date (if known): ____/____/____

- I agree to participate in Custody's COVID-19 screening program.
- I agree that I am **not** currently experiencing COVID-19 symptoms and/or tested positive for COVID-19 in the past **90 days**.

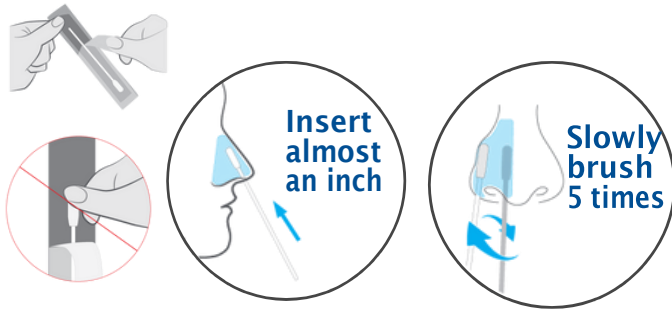
Signature: _____ Date: _____

<input type="checkbox"/> PCR Testing		
	<i>Place Nasal Label Here</i>	
<input type="checkbox"/> BinaxNow Rapid Testing	CONTROL LINE PRESENT (circle): YES NO	
	COVID -19 RESULT (circle): POSITIVE NEGATIVE INCONCLUSIVE	
DATE OF COLLECTION (month/day/year): ____/____/____ TIME: _____ <input checked="" type="checkbox"/> NASAL		
PRINT NAME OF PERSON COMPLETING/READING THE TEST: _____		
SIGNATURE OF PERSON COMPLETING/READING THE TEST: _____		

COVID-19 Self-Test Instructions

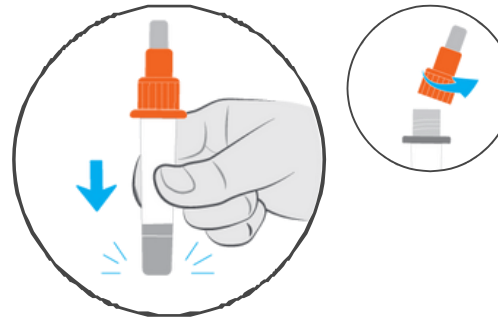


1 Collect Sample



Brush in a circle. **Repeat on the other nostril using the same swab.**

2 Process Sample



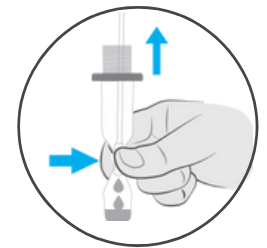
Tap the tube on the table.

3



Insert the swab into the tube until it touches the bottom.

4



Squeeze all liquid out of the swab. Remove swab. Put swab back into the package. Safely throw away.

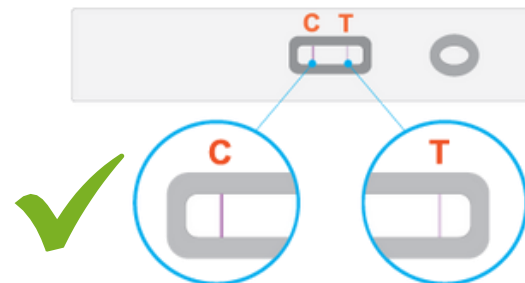
5 Add Sample



Wait 15 minutes

Open the COVID-19 test card. Add **3 drops** to the test card. Do not touch the hole.

6 Read Result



If you see a **C line** great job. The test is valid. Look for both a C and a T line. Do not read results **before 15 minutes** or **after 30 minutes**.

7 Test Result Explanation

Positive result must show a **C line** and a **T line**.



Negative result will only show a **C line**.



Invalid result will only show a **T line** or **no line**.



COVID-19 Rapid Self Tests



Rapid self tests are a quick and easy way to find out if you have COVID-19 and can spread it to others. There is expected to be a large increase in COVID-19 cases in late December/early January in our community due to the very contagious Omicron variant. Getting tested is one way to help keep your friends and family safe.

Keep in mind that even if you test negative, you should still take other precautions to increase safety, like getting vaccinated and boosted, wearing a mask indoors, maintaining distancing, avoiding crowded indoor spaces, and improving ventilation by cracking open windows or doors.

Frequently Asked Questions

Q• What is a rapid self test?

This over-the-counter rapid antigen test is an easy COVID-19 test that delivers results in 15 minutes. It can be done at home without needing to make an appointment to go to a testing site.

Q• When should I use a rapid self test?

Use this test if you:

- Have any symptoms of COVID-19, including fatigue, muscle/body aches, headache, fever, cough, sore/scratchy throat, runny nose, loss of taste or smell, nausea, vomiting, or diarrhea-even if you think it may only be a cold or allergies (test right away).
- Think you may have been exposed to someone with COVID-19 (test 2-5 days after being exposed).
- Plan on attending or have attended indoor gatherings with others (test right before attending, and 2-5 days after).
- Plan on or have recently travelled (test right before traveling, and 2-5 days after).

Q• Will the swab hurt?

No. Rapid self tests are performed by swabbing the inside of your nose, inserting just half an inch.

Q• Is the rapid self test accurate?

A positive rapid self test means you are currently contagious with COVID-19. A negative test means you are not highly contagious right now, but it does not mean that you for sure don't have COVID-19 or won't become highly contagious within the next few hours or days, so continue to take other safety precautions.

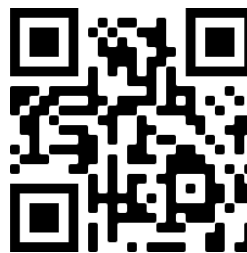
Q• Can my child use this test?

If administered by an adult, the rapid self test can be used for children ages 2 and older.

Q• How do I use this test?

You can refer to the Rapid Self Test Instructional Sheet for step-by-step instructions. You can also scan the QR code below to watch an instructional video.

English Video



<https://bit.ly/32hN4Qf>

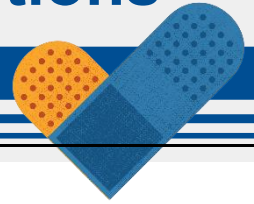
Spanish Video



<https://bit.ly/3qjJ4Xg>



Rapid Self Tests: Frequently Asked Questions



Q. What should I do if I test positive?

If you test positive, you should immediately isolate yourself from others to avoid spreading the virus. Stay at home and away from others until 10 days after your symptoms started (or 10 days after your test, if you never developed symptoms). Also, tell people who were in close contact with you to get tested. Scan the QR code for more information or visit sccstayhome.org.

Scan for Quarantine and Isolation Guidance or visit sccstayhome.org.



Q. What if I need help to isolate?

If you need any assistance like groceries and supplies, call the Isolation and Quarantine Hotline at (408) 808-7770 and be prepared to provide a PCR confirmatory result or a note from a medical provider, employer, or school to confirm that you will be isolating. If you need a safe place to isolate, you can call the Emergency COVID-19 Hotel Hotline listed below for a hotel room.

Q. What if I am unhoused/unstably housed or a shelter provider or advocate?

You can call the Emergency COVID-19 Hotel Hotline at (408) 278-6420 for assistance. They will help you find a hotel room to safely isolate in.

For shelter providers: For hotel support, if a client is unable to provide a PCR test and does not have transportation, we will work with them to get transportation to a hotel and provide PCR testing there.

Q. How do I dispose of the test?

You can discard used tests in the trash no matter the result.

Resources

Isolation and Quarantine Hotline: (408) 808-7770

Emergency COVID-19 Hotel Hotline: (408) 278-6420

Website: sccstayhome.org

