**Denver Sheriff Health Services**

**COVID-19 Transition Planning Standard Work**

**Process:**

1. The Behavioral Health Clerk creates a monthly Integrated Behavioral Health Schedule, which will include (until such time as it is determined to be unnecessary): the Behavioral Health COVID-19 Log Schedule & Quarantine Pod Seg Rounds. Please review the Behavioral Health Schedule to determine the assigned Behavioral Health staff member.
2. Patients in isolation housing will be rounded on two times a week (Wednesdays and Fridays) to provide information on self-quarantining as outlined in the Resource Packets (see below).
3. DSD Records (720-337-0158) will contact the Behavioral Health Team to arrange for transition planning for patients in the COVID-19 Log\* who are being released. Dr. McMillan/Consult Pager Staff will review – if patient is positive, Behavioral Health will direct that an isolation order should be placed. Behavioral Health staff will determine if patient is homeless or if patient has a secure place to release to (address and contact information needs to be obtained and relayed to Records). Follow **Flowchart A** as outlined below.
4. ***Contacts for DSD Records:***

* **Dr McMillan: 8 AM-6 PM**
* **Consult pager: After Hours from 6 PM – 8 AM**

***Dr. McMillan*** *will coordinate with the assigned staff member to follow the process outlined below. Consult Pager staff will follow the procedures outlined below for after hours or coordinate with the assigned COVID-19 Log weekend staff member.*

1. When patients are being released that are in the COVID-19 log\*:
   1. If patient is ***negative (does not have a positive COVID-19 test result) and not homeless***, the patient should be provided a copy of the resources packet, which includes community resources as well as information on self-quarantining. Packets are labeled and can be found at the Nurses’ Station in 3M at the DDC and in Building 4 at County. Electronic copies are in the PHI/Denver Sheriffs/Behavioral Health/COVID-19 Resources Log. English and Spanish copies are currently available.
      1. As of 4/15/20, Seg Rounds will be conducted in all isolation pods – resource packets and education will be provided.
   2. If ***negative (or awaiting test results) and*** ***homeless,*** the assigned Behavioral Health staff member (refer to the Denver County Jail and Downtown Detention Center Behavioral Health Integrated Schedule for COVID-19 Log assignment) will arrange for housing and transportation.
   3. If ***pending (awaiting test results),*** provide patient with the COVID-19 Test Result Handout, which outlines the process to call in to receive pending test results. Patients should call 720-337-0346, leave a voicemail with contact #, CD#, and date of birth. When they are called back, they will need to provide these identifiers, along with the password “results’.
   4. If **positive** (or ***symptomatic and high risk***) and being released, an isolation order will need to be activated by DSD Records and Behavioral Health staff should either: a) follow the Active Respite Protocol (refer to Hospital or Active Testing Site\_Activated Respite Protocol\_4.9) for homeless patients; or b) obtain specific contact information (address, phone number) from the patient. Information from Active Respite or from patient releasing to a specific location will need to be relayed to Record so that they can contact HOST for transportation.
2. If unable to reach the assigned staff member for discharge planning, please contact:
   1. **Dr. Brad McMillan**– **720-468-3651**
   2. **Carrie Stanley**, **Programs Coordinator**– **720-765-1340**
3. Transition planning for patients in the COVID-19 Log who are being released will have transition planning documented (as outlined above) in a problem oriented record (POR) to be placed in the medical file and should be updated in the COVID-19 Log. In the log, click ‘edit/dispo,’ under Release Information section, click on released, then type in a detailed discharge plan (resource packet given [should be standard for all], hotel voucher, taxi voucher, and/or Respite placement-as outlined in the protocol identified above)
4. Changes to coverage will be documented in updates to the Integrated Schedule, including Programs staff coverage in the event of illness or vacation

\****Patients in COVID-19-related housing areas who are not on the log but are being released should be assessed per the protocol outlined above. Please refer to the designated housing areas list posted at the Nurses’ Station in 3 Medical at the DDC or Building 4 at County.***

Decision Tree:

**Flowchart A**: Release of a patient with a positive test or symptoms and high risk (over 60, pre-existing condition) (***Call Carrie Stanley or Major McManus if Active Respite request is denied***):

**Flowchart B**: Release of a patient who is homeless, is experiencing symptoms (or awaiting a COVID-19 test result), but is not high risk:

For male patient who are releasing who have negative tests and are homeless, follow the above procedure for New Genesis instead of Motel 6 and email the New Genesis voucher to [tanishabyrd5107@gmail.com](mailto:tanishabyrd5107@gmail.com) and [carrie.stanley@denvergov.org](mailto:carrie.stanley@denvergov.org).