



Pandemic Response Planning Tool

Custodial Operations

COVID-19
(Coronavirus)

Version 1.0 |

OBJECTIVES AND PRINCIPLES

- Safety and security of centres remains paramount at all times - general decisions about the safety and security of a centre are in no way restricted or compromised by this tool.
- QCS seeks to preserve the integrity of the correctional environment by managing the spread of COVID-19 and limiting, as far as reasonably practicable, the impact on prisoners and workforce.
- Collaboration and cooperation are key to the successful suppression of COVID-19 - staff, stakeholders, prisoners and visitors need to work together.
- QCS COVID-19 policy and planning decisions, including the use of the optional controls below, are informed by Queensland Health advice, staff consultation and the CDNA National Guidelines for COVID-19 outbreaks in correctional centres and detention facilities.
- The decision and reasons for adopting controls under the Elevated Pandemic Response must be documented.
- A move in operational response levels does not automatically trigger a move in disaster management response level, or vice versa.

ASSUMPTIONS

- The requirement for staff and visitors to be vaccinated to the current Queensland Health specified minimum standard continues.
- QCS COVID-19 policies are reviewed regularly to ensure they remain up-to-date and fit-for-purpose.
- Access to personal and professional visits will be enabled via technology wherever practicable.
- Court appearance by videoconference is maximised as preferred delivery model where permitted.
- Controls must be implemented in accordance with COPDs.

BASELINE

Low level of community transmission

Baseline controls

- ✓ Maintain physical distancing where practicable
- ✓ Practice hand and respiratory hygiene
- ✓ Compliance with all Chief Health Officer Directions
- ✓ Compliance with QCS COVIDSAFE Plans
- ✓ Use of PPE in accordance with government direction, [QCS Use of PPE Policy](#) and Commissioner Directions
- ✓ Screening of staff, prisoners and visitors (symptoms and epidemiological)
- ✓ Stay home if unwell
- ✓ COVID-19 testing as per advice of Queensland Health
- ✓ Isolation of symptomatic cases
- ✓ Isolation of diagnosed prisoner cases and management of close contacts
- ✓ Staff and visitors vaccinated as per CHO Directions
- ✓ Prisoners encouraged and supported to be fully vaccinated
- ✓ Management of new receptions under the [QCS Managing new admission reception prisoners and COVID-19 \(Standard Response\) policy](#)
- ✓ Regular reinforcement of key health messages to staff

Disaster Management Arrangements

- ✓ Strategic Operations Coordination Centre (SOCC)/Incident Coordination Centre (ICC) at 'Alert' level
- ✓ Disaster and Emergency Management Unit (DEMU) undertake scanning activities
- ✓ Situational awareness and advice provided to State Corrections Operations Centre Commander and Deputy Commander
- ✓ Disaster Management Framework and policies reviewed in readiness for response

STANDARD PANDEMIC RESPONSE

Low/moderate level of community and/or centre-based transmission

Mandatory controls

Subject to a Direction by the Commissioner, some or all centres will implement the following COVID-19 management controls:

Prisoners

- ✓ Adhere to directives of the courts during attendance at in person court appearances
- ✓ Provide timely advice to courts (incl notification to Principal Advisor Judicial Engagement) of any circumstance where health directions may prevent physical production of a prisoner in court
- ✓ Management of new receptions under the [QCS Managing new admission reception prisoners and COVID-19 \(Standard Response\) policy](#)
- ✓ Screening of prisoners prior to release
- ✓ Offer of COVID-19 PCR or Rapid Antigen test to prisoners who plan to return to vulnerable communities
- ✓ Leave of Absence (compassionate) applications to be considered case-by-case and determined by a risk assessment
- ✓ Management of risks to vulnerable prisoners under the [QCS Managing Prisoners at Risk of Serious Illness from COVID-19 policy](#)

Staff

- ✓ Management of risks to employees under the [QCS Managing At Risk Employees policy](#)
- ✓ Minimise staff congregation/contact and movement between correctional centres/units where practicable

Visitors

- ✓ Management of people/visitors under the [QCS COVID-19 Personal Visitors Plan](#)
- ✓ Virtual visits only for suspected or confirmed cases where practicable
- ✓ Use of face masks in accordance with Commissioner Directions

Operations

- ✓ COVID-19 positive prisoners managed in accordance with the [QCS Management of prisoners diagnosed with or suspected of having COVID-19 policy](#)

Optional controls

Subject to a Human Rights Assessment, and based on the nature and circumstances of any outbreak, the following additional controls may be applied at the discretion of the Chief Superintendent, and in consultation with the relevant Assistant Commissioner, in order to suppress the spread of COVID-19 or support the safe and secure management of a correctional centre.

- Modification of unit routines in accordance with current procedural requirements
- Limitations/restrictions on work camps
- Limitation/reduction of programs and interventions (in consultation with Specialist Ops)
- Technology-enabled professional visits encouraged
- Limitations/restriction on industries, education and out of cell time

Disaster Management Arrangements

- Strategic Operations Coordination Centre (SOCC)/Incident Coordination Centre (ICC) move to 'Lean Forward' if required to support pandemic response
- Resources required for SOCC/ICC identified and placed on stand-by
- Disaster and Emergency Management Unit (DEMU) undertake response preparedness activities
- DEMU commence formal situational reporting to ELT

ELEVATED PANDEMIC RESPONSE

High level of community and/or centre-based transmission

Mandatory controls

Subject to a Direction by the Commissioner, some or all centres will implement the following COVID-19 management controls:

Prisoners:

- ✓ Management of new receptions and transfers under the [QCS Managing prisoner receptions, transfers, discharges and releases during COVID-19 restricted operations policy](#) (s268 Commissioner Direction required)
- ✓ Use of face masks in accordance with the [QCS Management of prisoners diagnosed with or suspected of having COVID-19 policy](#) and Commissioner Directions

Optional controls

Subject to a Human Rights Assessment, and based on the nature and circumstances of any outbreak, the following additional controls may be applied at the discretion of the Chief Superintendent, and in consultation with the relevant Assistant Commissioner, in order to suppress the spread of COVID-19 or support the safe and secure management of a correctional centre.

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| STAFF | <input type="checkbox"/> Correctional centre meals provided as takeaway only (dining room closed) |
| | <input type="checkbox"/> At risk employees not to attend centre |
| | <input type="checkbox"/> Staff movement to be limited to centre and units |
| VISITORS | <i>If applied, these restrictions must be reviewed* within 7 days:</i> |
| | <input type="checkbox"/> Temporary restriction or suspension of personal visits |
| | <input type="checkbox"/> Suspension of all visitor access except for the following persons where access is approved by the Commissioner - accredited visitors, casual site visitors, government visitors, elders, respected persons and spiritual healers or religious visitors or professional visitors whose attendance is necessary to perform health duties or provide psychological care, law enforcement visitors, emergency services officers |
| OPERATIONS | <input type="checkbox"/> Suspension of all visitor access |
| | <i>If applied, these restrictions must be reviewed* within 14 days:</i> |
| | <input type="checkbox"/> Suspension of programs and interventions by external providers that cannot be delivered remotely or in accordance with an approved COVID SAFE Plan (in consultation with Specialist Ops) |
| SUPPORT | <input type="checkbox"/> Suspension of all programs and interventions (in consultation with Specialist Ops) |
| | <input type="checkbox"/> Suspension of work camps |
| | <i>If applied, these restrictions must be reviewed* within 5 days:</i> |
| SUPPORT | <input type="checkbox"/> Full or partial lock down of centre with prisoners confined to cell or unit |
| | <input type="checkbox"/> Suspension of non-essential out-of-cell/unit time and movement throughout centre |
| | <input type="checkbox"/> Suspension of non-critical industries |

*The decision to continue any optional controls after review must be endorsed by Assistant Commissioner

Disaster Management Arrangements

- 'Standing up' of the Strategic Operations Coordination Centre (SOCC)/Incident Coordination Centre (ICC) if required to support pandemic response
- Mobilisation of resources required for SOCC/ICC
- Activation of SOCC/ICC cells and commencement of response support and coordination
- Continuation of DEMU formal situational reporting to ELT