

	<h1>Special Order</h1>	Date: March 9, 2020
	Affected Personnel: All Personnel	Order# 20-05
Issuing Authority: Chief Keith A. Germain	Effective Date: March 9, 2020	Expires: July 1, 2020
Authorizing Authority: Chief Keith A. Germain		

Subject: Modified Medical Response

As part of our agency's execution of our Novel Coronavirus Plan, we will be modifying patrol response to certain medical calls for service.

The goal of this modification is to align our response protocols with guidance from the CDC and New Jersey Department of Health, as well as to protect our vulnerable service population and workforce.

Effective immediately and until further notice or expiration of this order, officers will not respond to medical calls where the patient exhibits symptoms consistent with COVID-19.

These symptoms include: fever, cough, difficulty breathing, and shortness of breath.

OCSD dispatch will continue to dispatch first aid in accordance with their internal protocols. For situational awareness, the CDC Interim Guidance for Emergency Medical Services (EMS) Systems and 911 Public Safety Answering Points (PSAPs) for COVID-19 in the United States can be reviewed here: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-for-ems.html>

Officers will continue to respond to all calls for unresponsive individuals and those in cardiac or respiratory arrest.

When the symptoms are ambiguous or there is a question as to the appropriateness of a response, sergeants and/or OICs will make a determination based on the intent of this order and the individual case facts.

	<h1>Special Order</h1>	Date: March 12, 2020
	Affected Personnel: All Personnel	Order# 20-07
Issuing Authority: Chief Keith A. Germain		Effective Date: March 12, 2020
	Expires: July 1, 2020	
Authorizing Authority: Chief Keith A. Germain		

Subject: Notification of COVID-19 Symptoms

Effective immediately, any member of the agency who develops any of the symptoms of COVID-19 infection will immediately notify a supervisor. These symptoms are:

- Fever
- Cough
- Shortness of breath

If the employee is on duty when the symptoms develop, the employee will notify the supervisor and immediately end their shift and will not return to work until cleared by a medical doctor.

If the employee is off-duty when the symptoms develop, they will immediately notify the shift commander and will not be permitted to return to work until cleared by a medical doctor.

Questions about this order will be directed to the employee's division commander.

	<h1>Special Order</h1>	Date: 03/15/20
		Order # SO 20-08
	Affected Personnel: All Personnel	Effective Date: 3/15/20
Issuing Authority:	Chief Keith A. Germain	Expires: 8/1/20
Authorizing Authority: Chief Keith A. Germain		

Subject: Updated Modified Medical Response

As part of our agency’s execution of our Novel Coronavirus Plan, we will be further modifying our patrol response to medical calls for service.

The goal of this modification is to mitigate exposure risks to our officers.

Effective immediately, and until further notice or expiration of this order, officers will not respond to medical calls unless the patient is in cardiac arrest, respiratory arrest, is unresponsive, or requires immediate lifesaving measures.

OCSD Communications will continue to dispatch first aid and paramedics in accordance with their internal protocols.

When the patient’s symptoms are ambiguous or there is a question as to the appropriateness of a response, sergeants and/or OICs will make a determination based upon the intent of this order and the individual case facts.

If an officer must respond and interact with a patient who is known to have COVID-19, exhibits symptoms of COVID-19 (fever, cough, shortness of breath), or is suspected of having COVID-19, that officer will don the issued N95 respirator and other issued PPE consistent with agency directives and training.

Immediately upon completion of the call, the officer will follow agency decontamination protocols and will not continue with duty assignments until receiving instruction from the Division Commander.

Special Order #20-05; *Modified Medical Response* is immediately and permanently rescinded

	<h1>Special Order</h1>	Date: 03/15/20
		Order # SO 20-09
	Affected Personnel: All Personnel	Effective Date: 3/15/20
Issuing Authority:	Chief Keith A. Germain	Expires: 8/1/20
Authorizing Authority: Chief Keith A. Germain		

Subject: COVID-19 Employee Self-Assessment

As part of our agency’s execution of our Novel Coronavirus Plan, we will be conducting self-assessments of body temperature prior to reporting for duty.

The goal of this order is to identify possible COVID-19 infection and limit spread of the virus to other members of the workforce while protecting the health of the employee.

Effective immediately, and until further notice or expiration of this order, officers will take their temperature immediately prior to reporting for duty with a thermometer designed to determine the body temperature of a human subject.

If the thermometer indicates that the employees body temperature is 99.0 degrees Fahrenheit or higher, the employee will immediately contact the shift commander and await further instruction before reporting for duty.

**BARNEGAT TOWNSHIP
POLICE DEPARTMENT**



**SARS-COV-2 PANDEMIC PLAN
FEBRUARY 2020**

**KEITH A. GERMAIN
CHIEF OF POLICE**

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Introduction

The SARS-CoV-2 virus (the contagious virus that causes COVID-19, commonly known as novel coronavirus) continues to spread globally. While there has not yet been an outbreak of cases in the United States, the Centers for Disease Control (CDC) has indicated that COVID-19 is a serious health threat.

While we cannot predict when or if novel coronavirus will impact our agency or service population, we can anticipate that such an impact could result in high rates of employee absenteeism and an increase in demand for public safety services.

Purpose

This plan was developed to assist the agency in responding to and conducting operations during a novel coronavirus pandemic outbreak. This plan is based on the following goals:

1. Protect employees and their families
2. Conduct emergency operations to enhance public safety and minimize the effects of a pandemic
3. Continue essential operations while meeting the service expectations of our service population

Threat Assessment and Planning Assumptions

A pandemic is a public health emergency with significant political, social, and economic dimensions. It will simultaneously affect public and private sectors. Due to the unique characteristics and events associated with a novel coronavirus pandemic, it is entirely foreseeable that resources at all levels could become overwhelmed.

For the Barnegat Police Department, there will be competing challenges and demands that will impact agency operations. These primarily consist of:

- Reduced personnel resources due to a high rate of absenteeism
- Increase in emergency operations and requests for public safety related services
- Maintaining normal departmental operations (day-to-day enforcement activities and public safety services)

Following is a summary of other planning assumptions and possible threats related to a pandemic, along with social conditions and disruptions that may occur.

- Susceptibility to the virus will be universal.
- The health care system will be overloaded. Most people have little or no immunity to a pandemic virus which can cause infection and illness rates to soar. In addition, people with a heightened sense of awareness and fear of the illness are likely to seek medical attention at much greater rates and frequency than normal. Local health care facilities will likely face both personnel, equipment, and other resource challenges and shortages.
- Worker absentee rates will likely range between 40 and 80 percent due to personal illnesses, family illnesses, community mitigation efforts, quarantines, childcare issues resulting from school and daycare closures, and the overall fear of risking exposure by leaving the sanctity of one's home.
- Food and medical supply shortages and travel restrictions could result in social and political unrest.

Concept of Operations

All Barnegat Police Department operations will be carried out utilizing the principles of the Incident Command System (ICS) in accordance with agency policy, specifically GO #07-06; *Command Protocol* and GO #05-22; *Disaster Response*. The agency will work in conjunction with county and state emergency management partners.

Agency Goals

There will be competing challenges and demands that will affect agency operations during a novel coronavirus outbreak. These primarily consist of the aforementioned:

- 1) Reduced personnel resources due to a high rate of absenteeism,
- 2) An increase in emergency operations and requests for public safety related services,
- 3) Attempts to maintain normal departmental operations (day-to-day enforcement activities and motorist/public services).

Given these factors, the following goals are intended to guide the agency through a pandemic:

1. Protect employees and their families
2. Conduct emergency operations to enhance public safety and minimize the effects of a pandemic
3. Continue essential operations while meeting the service expectations of our service population

Goal 1: Protect Employees and Their Families

In order to have the personnel resources to fulfill organizational and operational needs during an outbreak, employee protection and safety is the key objective. All other goals and objectives are predicated on successfully carrying out this core responsibility.

Objective 1.1— Communicate with and make information resources available to employees

Supporting Initiatives:

1. Provide the updated status and information regarding a potential and/or occurring outbreak to employees, along with recommendations for protective measures.
 - PowerDMS will be used to keep employees updated with the latest information and protective measures.
 - Supervisors will reinforce this information during shift briefings and squad-based training.
2. Provide information to employees for their families and homes regarding preparedness and protective measures.

Objective 1.2 — Make the workplace safe

Supporting Initiatives:

1. Emphasize/reinforce basic hygiene practices, such as:
 - a. Hand washing
 - b. Disinfecting and sterilizing work surfaces
 - c. Use of alcohol-based sanitizers
 - d. Ensuring adequate supplies
 - e. Maintaining safe distance from coworkers
2. Limit gatherings and group activities.

Objective 1.3 — Establish and enact policies to limit the potential spread of illness

Supporting Initiatives:

1. Encourage employees who are ill to stay home from work until they are no longer contagious.
 - Employees with influenza-like symptoms (e.g., fever accompanied by a

sore throat, muscle aches and cough) should not enter the work site to keep from infecting others.

2. Employees who have been exposed to someone with novel coronavirus, particularly ill members of their household, should follow the recommended course of action as prescribed by the CDC and/or State Department of Health.
3. Employees who develop influenza-like symptoms while at work should leave as soon as possible.
4. Officers should adopt aggressive respiratory hygiene etiquette.

Goal 3: Continue Essential Operations and Provide Primary Services to the Public

The initiatives for this goal are intended to address inadequate staffing due to absenteeism during a novel coronavirus outbreak. Execution of these objectives, in whole or in part, will only be at the direction of the Chief of Police.

Objective 3.1— Prepare and execute personnel resource plan

Supporting Initiatives:

1. The Operations Commander will prepare a 12-hour operational period schedule for the uniformed Operations Division.
2. Personnel will be briefed on handling non-emergency matters that do not require on-scene investigation over the phone.
3. Implement telecommuting for non-sworn personnel and sworn personnel whose functions can be substantially accomplished remotely.
4. Accomplish agency training in a manner that does not bring a large number of officers into close proximity. Options include virtual classrooms and splitting mandatory training into smaller squad-based groups conducted on different days.
5. Officers typically assigned to a non-uniform function should be prepared to assume uniform patrol duties and call for service response. This includes investigators, CRU, and members of the command staff.

Pandemic Preparation and Response (ready.gov)

Pandemic

Before a Pandemic

- Store a two week supply of water and food.
- Periodically check your regular prescription drugs to ensure a continuous supply in your home.
- Have any nonprescription drugs and other health supplies on hand, including pain relievers, stomach remedies, cough and cold medicines, fluids with electrolytes, and vitamins.
- Get copies and maintain electronic versions of health records from doctors, hospitals, pharmacies and other sources and store them, for personal reference. Get help accessing [electronic health records](#).
- Talk with family members and loved ones about how they would be cared for if they got sick, or what will be needed to care for them in your home.

During a Pandemic

Limit the Spread of Germs and Prevent Infection

- **Avoid close contact** with people who are sick.
- When you are sick, **keep your distance** from others to protect them from getting sick too.
- **Cover your mouth and nose** with a tissue when coughing or sneezing. It may prevent those around you from getting sick.
- **Washing your hands** often will help protect you from germs.
- **Avoid touching your eyes, nose or mouth.**
- **Practice other good health habits.** Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids, and eat nutritious food.

Associated Content

- [About Human Coronavirus](#) (CDC) (link)
- www.flu.gov (CDC) (link)
- [Emergency Preparedness & Response](#) (CDC) (link)
- [U.S. Department of Health and Human Services](#) (HHS) (link)

How Coronavirus Spreads (cdc.gov)

How COVID-19 Spreads

[中文](#) | [Español](#)

Current understanding about how the virus that causes coronavirus disease 2019 (COVID-19) spreads is largely based on what is known about similar coronaviruses. COVID-19 is a new disease and there is more to learn about how it spreads, the severity of illness it causes, and to what extent it may spread in the United States.

Person-to-person spread

The virus is thought to spread mainly from person-to-person.

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs or sneezes.

These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

Spread from contact with infected surfaces or objects

It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads.

Can someone spread the virus without being sick?

- People are thought to be most contagious when they are most symptomatic (the sickest).
- Some spread might be possible before people show symptoms; there have been reports of this occurring with this new coronavirus, but this is not thought to be the main way the virus spreads.

How easily does the virus spread?

How easily a virus spreads from person-to-person can vary. Some viruses are highly contagious (spread easily), like measles, while other viruses do not spread as easily. Another factor is whether the spread is sustained.

The virus that causes COVID-19 seems to be spreading easily and sustainably in the community ("community spread") in some affected geographic areas. Community spread means people have been infected with the virus in an area, including some who are not sure how or where they became infected.

Pandemic Planning Checklist for Individuals and Families

You can prepare for an influenza pandemic now. You should know both the magnitude of what can happen during a pandemic outbreak and what actions you can take to help lessen the impact of an influenza pandemic on you and your family. This checklist will help you gather the information and resources you may need in case of a flu pandemic.

1. To plan for a pandemic:

- Store a two week supply of water and food. During a pandemic, if you cannot get to a store, or if stores are out of supplies, it will be important for you to have extra supplies on hand. This can be useful in other types of emergencies, such as power outages and disasters.
- Periodically check your regular prescription drugs to ensure a continuous supply in your home.
- Have nonprescription drugs and other health supplies on hand, including pain relievers, stomach remedies, cough and cold medicines, fluids with electrolytes, and vitamins.
- Talk with family members and loved ones about how they would be cared for if they got sick, or what will be needed to care for them in your home.
- Volunteer with local groups to prepare and assist with emergency response.
- Get involved in your community as it works to prepare for an influenza pandemic.

2. To limit the spread of germs and prevent infection:

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- Teach your children to wash hands frequently with soap and water, and model the current behavior.
 - Teach your children to cover coughs and sneezes with tissues, and be sure to model that behavior.
 - Teach your children to stay away from others as much as possible if they are sick. Stay home from work and school if sick.

3. Items to have on hand for an extended stay at home:

Examples of food and non-perishables

- Ready-to-eat canned meats, fish, fruits, vegetables, beans, and soups
- Protein or fruit bars
- Dry cereal or granola
- Peanut butter or nuts
- Dried Fruit
- Crackers
- Canned juices
- Bottled water
- Canned or jarred baby food and formula
- Pet food
- Other nonperishable foods

Examples of medical, health, and emergency supplies

- Prescribed medical supplies such as glucose and blood-pressure monitoring equipment
- Soap and water, or alcohol-based (60-95%) hand wash
- Medicines for fever, such as acetaminophen or ibuprofen
- Thermometer
- Anti-diarrheal medication
- Vitamins
- Fluids with electrolytes
- Cleansing agent/soap
- Flashlight
- Batteries
- Portable radio
- Manual can opener
- Garbage bags
- Tissues, toilet paper, disposable diapers

Handwashing

Wash Your Hands Often to Stay Healthy

You can help yourself and your loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:

- **Before, during, and after** preparing food
- **Before** eating food
- **Before and after** caring for someone at home who is sick with vomiting or diarrhea
- **Before and after** treating a cut or wound
- **After** using the toilet
- **After** [changing diapers or cleaning up a child who has used the toilet](#)
- **After** blowing your nose, coughing, or sneezing
- **After** touching an animal, animal feed, or animal waste
- **After** handling pet food or pet treats
- **After** touching garbage



Follow Five Steps to Wash Your Hands the Right Way:

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to

another and throughout an entire community—from your home and workplace to childcare facilities and hospitals.

Follow these five steps every time.

1. **Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. **Lather** your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. **Scrub** your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. **Rinse** your hands well under clean, running water.
5. **Dry** your hands using a clean towel or air dry them.

[Why? Read the science behind the recommendations.](#)

Use Hand Sanitizer When You Can't Use Soap and Water



You can use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based [hand sanitizer](#) that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label.

Sanitizers can quickly reduce the number of germs on hands in many situations.

However,

- Sanitizers do **not** get rid of all types of germs.
- Hand sanitizers may not be as effective when hands are visibly dirty or greasy.
- Hand sanitizers might not remove harmful chemicals from hands like pesticides and heavy metals.

How to use hand sanitizer

- Apply the gel product to the palm of one hand (read the label to learn the correct amount).
- Rub your hands together.

- Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

	<h1>Special Order</h1>	Date: 2/28/20
		Order # SO 20-2
	Affected Personnel: All Personnel	Effective Date: 2/28/20
Issuing Authority:	Chief Keith A. Germain	Expires: 8/1/20
Authorizing Authority:	Chief Keith A. Germain	

Subject: SARS-CoV-2 Mitigation

In order to proactively address risks associated with person-to-person transfer of SARS CoV-2 and in order to reduce exposure risk to our workforce, the following procedures will be followed by all personnel:

- Officers will wipe down keyboards, mice, and agency phones with disinfectant wipes after each use.
- Officers will wipe down all contact surfaces in their assigned patrol vehicle at the beginning and end of their shift.
- All counter surfaces and doorknobs (squad room, DB, exterior doors) will be wiped down with disinfectant wipes at the end of each shift.
- Be mindful of maintaining 6 feet or more of distance between coworkers (person-to-person transmission distance) when possible. [cdc.gov/coronavirus/2019-ncov/about/transmission.html](https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html)
- Officers should engage in regular handwashing throughout their shift and use alcohol-based hand sanitizer as needed.
- Based on data from SARS-CoV (2003 SARS), it is believed that SARS-CoV-2 can survive on cellphone screens for up to 96 hours at room temperature. It is important to regularly sanitize your phone and phone screen in accordance with the manufacturer’s guidelines.

	<h1>Special Order</h1>	Date: March 4, 2020
	Affected Personnel: All Personnel	Order# 20-04
Issuing Authority: Chief Keith A. Germain		Effective Date: March 4, 2020
	Expires: July 1, 2020	
Authorizing Authority: Chief Keith A. Germain		

Subject: Modified Patrol Response

As part of our agency's execution of our Novel Coronavirus Plan, we will be modifying patrol response to calls for service.

The goal of this modification is to reduce in-person contact with the public to mitigate the risks associated with person-to-person transmission of novel coronavirus.

Effective immediately and until this order is rescinded or expires, officers who are assigned to a call for service that does not require evidence to be collected, on-scene investigation, or otherwise require an officer to respond to the scene, will make contact with the complainant via telephone and will obtain all of the necessary information to complete the required reports.

Such response will be designated as a "Priority 4" response and will be noted as same in the CAD. Sergeants and OICs will monitor all calls for service and provide direction and guidance as to which calls are appropriate for a Priority 4 response.

	<h1>Special Order</h1>	Date: March 12, 2020
	Affected Personnel: All Personnel	Order# 20-06
Issuing Authority: Chief Keith A. Germain		Effective Date: March 12, 2020
	Expires: July 1, 2020	
Authorizing Authority: Chief Keith A. Germain		

Subject: Voluntary Use of N95 Respirators

Effective immediately, officers may voluntarily wear their agency issued N95 respirators.

Video instruction on donning, doffing, and seal checking respirators is available on PowerDMS.

Respirators may be worn in any situation where the officer feels that it is necessary for their protection.

Due to the limited supply of N95 respirators, it is necessary to re-use our issued respirators. The CDC offers guidance and recommendations for Extended Use and Limited Reuse of N95 Filtering Face piece Respirators.

Officers will follow the following guidelines with respect to donning, doffing, re-use, and discarding N95 respirators.

- Discard N95 respirators following use during aerosol generating procedures.
- Discard N95 respirators contaminated with blood, respiratory or nasal secretions, or other bodily fluids from patients.
- Discard N95 respirators following close contact with any patient co-infected with an infectious disease requiring contact precautions.
- Hang used respirators in a designated storage area or keep them in a clean, breathable container such as a paper bag between uses. To minimize potential cross-contamination, store respirators so that they do not touch each other and the person using the respirator is clearly identified. Storage containers should be disposed of or cleaned regularly.
- Clean hands with soap and water or an alcohol-based hand sanitizer before and after touching or adjusting the respirator (if necessary for comfort or to maintain fit).
- Avoid touching the inside of the respirator. If inadvertent contact is made with the inside of the respirator, perform hand hygiene as described above.
- Use a pair of clean (non-sterile) gloves when donning a used N95 respirator and performing a user seal check. Discard gloves after the N95 respirator is donned and any adjustments are made to ensure the respirator is sitting comfortably on your face with a good seal.