



U. S. Department of Justice

Federal Bureau of Prisons

Reentry Services Division

Washington, D.C 20534

MARCH 24, 2020

TO: ALL RRC CONTRACT PROVIDERS

FROM: 
JON GUSTIN, ADMINISTRATOR
RESIDENTIAL REENTRY MANAGEMENT BRANCH

SUBJECT: Coronavirus (COVID-19) Precautions/Modified Operations for Residential Reentry Centers.

On March 13, 2020 the Bureau of Prisons (Bureau) issued a memorandum providing guidance to all Residential Reentry and Community Treatment Contract Providers as a result of COVID-19.

This informational sheet is to provide additional guidance and recommendations to Residential Reentry Centers (RRC) to ensure consistency and to protect staff, inmates, and the public. As a reminder, all temporary changes to individual contractor's pandemic plans which modify operations should be sent to your Residential Reentry Manager prior to implementation.

- **Breathalyzer/Drug Testing:** Routine Breathalyzer/Drug Testing may be temporarily suspended. Suspect Breathalyzer and Drug testing should still be administered when RRC staff observe an inmate with any signs of impairment indicating alcohol/drug use.
- **Staff Site Checks:** Staff site checks for employment and/or home site verifications may be temporarily suspended in lieu of enhanced accountability through other measures to include Electronic Monitoring, Telephonic Monitoring, Skype or other methods in a manner which provides accountability in lieu of physical site checks. Every effort must be made to conduct initial site checks for employment or Home Confinement locations for locations that have not been previously visited prior to approving employment or home confinement. RRC staff are also encouraged to conduct family orientations via phone and/or video to provide proper orientation.

- **Key Staff:** Key staff may be temporarily utilized to fill gaps in security and daily operations in instances staff quarantines or other unanticipated shortages.
- **Case Management:** Allow for telephonic case management meetings with offenders rather than face to face. Case notes should continue to be updated and thoroughly document the interaction with the resident to include the residents' response to the case management meeting. Absence of inmate for signature on the case notes should be documented.
- **Subsistence:** Effective immediately, all subsistence will be waived until further notice, any uncollected amounts at this time should be waived.
- **Home Confinement (HC):** HC offenders on GPS monitoring may have their required return visits to the facility decreased or suspended. Increased accountability measures as identified above should be adhered to.

Information regarding the Bureau's response to COVID-19 may be found on the Bureau's public website, www.bop.gov. The Bureau appreciates your hard work and continued partnership and will continue to update this guidance as the situation continues to develop.

The Bureau understands individual circumstances may arise outside of the general guidance and recommendations. Questions should be directed to your designated Residential Reentry Manager or Dana DiGiacomo, Assistant Administrator, RRMB, at ddigiacomo@bop.gov or 202-616-5880. They will collaborate with individual RRCs to develop suggestions for local accommodations.