

Weber County Correctional Facility

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Inmate Health Care

Chapter:

JH 04 -HEALTH CARE DELIVERY

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JH 04/01.00 **GENERAL**

JH 04/01.01 **Purpose**

The purpose of this chapter is to provide policy, rationale, and procedure to facilitate health care delivery to the Weber County Correctional Facility.

JH 04/01.02 **Cross References**

JHO1 Administration of Health Care
JH03 Screening and Examinations
Physician Standing Orders
Utah Jail Standards, H 01.00.00 -H 04.03.04

JH 04/01.03 **Definitions**

Formulary	a list of medications approved for use in the facility
medical provider	one that provides health care service
physician standing orders or protocols	the documents which allow medical staff to perform health care functions under the licensure of the physician.
RME	Request for Medical Examination
WCCF	Weber County Correctional Facility
WCSO	Weber County Sheriff's Office

JH 04/02.00 **HEALTH CARE DELIVERY**

JH 04/02.01 **Policy**

It is the policy of the WCCF that:

- A. the WCCF Physician shall assist with development, approve and provide medical staff with written protocols concerning inmate health care delivery.
- B. the WCCF shall identify the components of, and govern the delivery of health-care services in the facility. These services shall provide adequate health care and shall not demonstrate an indifference to the health and safety of inmates.
- C. the WCCF shall provide emergency care for inmates. That care shall include, but not limited to:
 - 1. first aid, CPR, and crisis intervention in the jail;
 - 2. emergency transportation to an outside health care provider if an adequate response to a serious health care emergency is not possible in the jail; and
 - 3. an arrangement with health care providers for accepting inmates with emergency health care needs.
- D. WCCF staff shall have access to properly stocked first-aid kits. The first-aid kits shall be periodically inspected for completeness, and placed in Booking, food service areas, inmate housing unit control rooms, and areas where inmates work.
- E. the WCCF shall provide a system for inmates and staff to bring health care needs and complaints to the attention of the health care provider in a timely manner.

JH 04/02.02 **Rationale**

- A. Preparation, training, policies and procedures, and working arrangements must be in place at the time an emergency occurs. Once the emergency is underway, it is too late to begin learning what and how to deal with it.
- B. Many medical events will require immediate action by staff to provide some type of first aid. The availability of properly stocked first aid kits will aid staff in responding to such events.

- C. Not all health care problems are of an emergency nature, they should, however, receive timely attention from health care professionals. The jail's medical program should have a system of receiving, evaluating, processing, and responding to the routine medical needs of inmates to ensure that no inmates' serious medical needs fail to receive timely attention.

JH 04/02.03 **Procedure: Protocols**

- A. Protocols are the documents which allow and direct the medical staff to perform health care functions under the licensure of the physician.
- B. The Protocols shall:
 - 1. be maintained in a manner which is easily accessible to medical staff;
 - 2. be reviewed and approved by the WCCF physician on an annual basis,
 - 3. be approved by the Sheriff, Undersheriff, and/or Corrections Division Chief Deputy.
- C. The Protocols shall include:
 - 1. directives which outline the needed procedures for medical staff to address specific concerns;
 - 2. comprehensive guidelines which address possible situations that are likely to be encountered by the medical office;
 - 3. a list of pre-approved medications / treatments, and the conditions for their use.
- D. The Protocols may also include a Communicable Disease and Infection Control Program to provide procedures for prevention, education, identification, surveillance, and treatment of communicable diseases and infection control within the WCCF.

JH 04/02.04 **Procedure: Emergency Response**

- A. See WCCF Policy JH 05, Medical Custody Interface for steps outlining:
 - 1. first aid;

2. CPR; and
 3. crisis intervention through mental health referrals.
- B. See WCCF Policy JF 08, Transportation for steps outlining:
1. the means by which transportation will occur in various situations (i.e., ambulance, jail or law enforcement vehicles); and
 2. security requirements during transports.

JH 04/02.05 **Procedure: First Aid Kits**

- A. WCCF staff shall have access to first aid kits. These kits shall be located in the Booking area, food service area, inmate housing unit control rooms, and areas where inmates work.
- B. A designated WCCF medical staff member shall perform monthly inspections of all first aid kits to ensure completeness. The first aid kits shall contain items as deemed appropriate by medical staff.

JH 04/02.06 **Procedure: Sick Call**

- A. General
 1. Both WCCF staff members and inmates may request that an inmate be examined at an available sick call for a medical problem.
 2. Inmates have a right to refuse medical treatment as provided by Utah State law (UCA 78-14-5), except in the case of emergency where the requirements of Implied Consent shall be upheld.
 3. When an inmate submits to health care by a health care provider it shall be presumed he either expressed or implied authorization for treatment.
 4. All submitted RME's (request for medical examination) shall be reviewed, prioritized, and scheduled for sick call by a staff member of the WCCF medical office. Any concern that appears to be urgent or emergent in nature shall be addressed in a timely manner through the proper channels.

5. Sick call for the WCCF should be held at least three times per week. Specific sick call times shall be scheduled by the WCCF medical staff and approved by the Chief Deputy.
6. Routinely, inmates should initially be examined by the registered nurse as the practitioner who shall triage medical complaints, and treat or refer as appropriate.
7. The purpose of doctor's sick call is to examine and treat medical problems requested by the inmate or referred by the medical staff.
8. Inmates may request to be directly examined by the WCCF physician; however, all co-payments shall apply as outlined in WCCF Policy JH 06, Medical Co-Payment.
9. When a medical situation defines a need for cross gender examination, and the removal of clothing is necessary, an additional staff member should be present, preferably the same sex as the patient.

B. Access to Sick Call

1. Any staff member may refer an inmate to the WCCF Medical Office for a medical concern. An examination resulting from a staff referral should not be subject to a co-pay charge.
2. An inmate desiring medical examination / evaluation may access sick call by submitting a completed Request for Medical Evaluation form (RME), also known as a "sick slip".
 - a. RME's are supplied by medical staff members during medication pass.
 - b. Inmates should complete the RME with as much detail as possible.
 - c. Inmates who are unable to read or write adequately may obtain the assistance of WCCF staff members to complete the RME.
 - d. Completed RME's should be returned to the medical staff member prior to leaving the housing unit or at the next scheduled medical round.

3. Inmates scheduled for sick call examinations that do not attend, or are not present for the examination, shall re-submit an RME for rescheduling.

C. Sick Call Process

1. A WCCF Medical Office staff member shall:
 - a. receive, evaluate, and prioritize all submitted RME' s and staff referrals;
 - b. generate a list of those inmates to be examined during a specific sick call event;
 - c. distribute the sick call list to appropriate housing staff to determine availability of the medical unit holding cells at the time scheduled for examination.
2. The inmate is examined by the nurse, doctor, or other medical provider who should:
 - a. treat the illness or injury;
 - b. refer inmate to other medical providers as appropriate.
3. Medical staff should return the inmate to the medical holding cell when the examination is complete. The inmate shall return to the appropriate housing unit as directed.
4. A doctors' sick call list shall be created by the nurse when the nurse determines that an inmate needs to be examined by the WCCF physician. This sick call list shall be processed as mentioned above.
5. The process of sick call for inmates on punitive isolation, temporary restrictions, or special management status should be the same as any other inmate, except that:
 - a. all requests are pre-assessed by the R.N.; and
 - b. the inmate shall be restrained and escorted to the medical unit for examination; or
 - c. the appointment / examination may be held at the inmates' cell;

- d. officer(s) shall be present during the entire medical examination.

JH 04/03.00 **HEALTH CARE TREATMENT**

JH 04/03.01 **Policy**

It is the policy of the WCCF that:

- A. the WCCF should provide an opportunity for inmates to receive approved prescribed medications;
- B. requests for a special diet (including religious diets) shall be subject to the approval of the WCCF Jail Commander/ designee;
- C. inmates are not automatically entitled to receive cosmetic or elective health care procedures. Inmates may, however, receive this treatment at the direction and approval of the WCCF physician, and authorization from the Sheriff, Undersheriff, Chief Deputy, WCCF Jail Commander or designee;
- D. WCCF shall provide adequate dental care for inmates;
- E. WCCF shall provide adequate medical care for female inmates who are pregnant, lactating, or in need of prenatal or postpartum care.

JH 04/03.02 **Rationale**

- A. Health care problems of inmates include a variety of complaints, many quite serious. To ensure continuity and appropriateness of treatment, there should be a documented treatment plan to guide health care delivery to inmates. Treatment plans are also of value to prevent inmates from manipulating medical providers or playing one against another.
- B. The process for determining which health care procedures are necessary and which are not, should be handled in a uniform, consistent manner. When inmates want health care which is elective (not essential) or want an essential procedure done by a personal physician, the county is not ordinarily responsible for the costs.
- C. Special diets are common; however, inmates have been known to manipulate correctional facility regulations and operations with requests for special diets. Therefore, special diet requests should be subject to a form of verification as to the authenticity and need of the request before the diet is initiated.
- D. Dental care is an aspect of medical care; thus, denying a inmate dental care for serious dental problems (i.e., trauma resulting during arrest,

booking, or while incarcerated; pain resulting from a pre-existing dental condition) may state a constitutional claim.

JH 04/03.03 **Procedure: Treatment Plans**

- A. In the course of treatment, inmates may often be examined by many medical professionals (i.e., Weber County medical/mental health staff, USP medical staff, and licensed dentists / physicians in the private sector etc.)
- B. The WCCF physician and / or Health Care Administrator shall review and approve, if appropriate, all treatment plans submitted by other sources prior to the initiation of treatment. Life sustaining treatments shall be considered approved and covered by physician standing orders.
- C. All inmates shall adhere to the treatment plans of the WCCF physician. Failure to do so may result in discontinued or modified treatment and / or possible disciplinary sanctions.
- D. Special permits may be issued to inmates by the medical staff, with approval of the Chief Deputy or designee, which allow the inmate to possess items other than routinely provided (i.e., bedding, clothing, orthopedic devices, ambulatory aids, skin creams or lotions, etc.) These permits shall be reviewed by the medical staff on a regular basis and may be canceled / modified as necessary.

JH 04/03.04 **Procedure: Special Diets**

- A. Special medical diets shall be administered through the WCCF Medical Office.
- B. Requests for a religious diet shall be verified as a tenant of that particular religion by the Inmate Services Coordinator.
- C. Requests for special diets shall be presented to the WCCF Jail Commander/ designee, and are subject to approval.

JH 04/03.05 **Procedure: Prostheses and Orthodontic Devices**

- A. Medical or dental adaptive devices may be approved for use by inmates.
- B. Medical or dental adaptive devices shall be approved for inmate use by the WCCF physician and the Chief Deputy or designee.
- C. Approval for the use of medical or dental adaptive devices shall be documented in the inmate's medical file.

JH 04/03.06 **Procedure: Elective Procedures**

- A. Inmates requesting health or dental care which is elective (not essential) or want an essential procedure done by their personal physician / dentist shall first seek medical attention through Nurses' sick call as outlined in this chapter.
- B. The WCCF physician shall review all requests for elective procedures and forward a recommendation of approval/non-approval to the WCCF Chief Deputy who shall have the ultimate authority to grant requests for any elective procedures.
- C. If approved by the WCCF Physician and Chief Deputy, the inmate shall be financially responsible for transportation costs and all charges assessed by the provider of elective procedures.

JH 04/03.07 **Procedure: Dental Care**

- A. Inmates requesting dental services shall complete an RME.
- B. The WCCF nurse shall evaluate the request.
- C. Dental care shall be provided based on the nature of need to provide dental care. And will be prioritized by WCCF Medical Staff in consultation with the WCCF Physician and Dentist.
- D. Work release inmates are responsible for scheduling their own dental care.
- E. Only emergency dental care should be necessary for inmates being released within a relatively short period (a few days).
- F. Dental treatment shall be limited to temporary fillings or by removing the affected tooth unless;
 - 1. further treatment is authorized by the WCCF physician or Nurse Administrator;
 - 2. elective treatment is provided by the inmates personal dentist.
- G. Inmates serving long terms of incarceration may seek more extensive dental services. This opportunity is based on an individual's ability to pay for services not otherwise allowed, and/or as determined by WCCF medical staff to be in the interest of the inmate and the County.

JH 04/03.08 **Procedure: Pregnancy Related Care**

- A. Pregnancies and the period following pregnancy are periods of time when women ordinarily require more medical care. It makes sense to provide additional medical attention during that time to reduce the possibility of medical problems related to pregnancy.
- B. Female inmates who either know they are pregnant, or suspect they may be pregnant shall inform WCCF staff:
 - 1. during the screening process at intake;
 - 2. during the reception and orientation phase of confinement;
 - 3. any time symptoms of pregnancy are noticed by the inmate during confinement.
- C. Female inmates requesting pregnancy related services shall first seek medical attention through Nurses' sick call as outlined earlier in this chapter.
- D. Female inmates, during and after a recent pregnancy, should be referred to the jail physician by WCCF staff, even if the inmate does not request to see the physician.
- E. After the initial referral and examination, the physician shall determine a treatment plan in consultation with the nursing supervisor. Such follow up may include, but not limited to:
 - 1. a prescription of pre-natal vitamins;
 - 2. special diet considerations;
 - 3. special housing considerations;
 - 4. additional medical examinations;
 - 5. referrals to an OB/GYN specialist, or private practitioner;
- F. The WCCF physician may initiate the process of a temporary release (furlough) from custody for significant pregnancy related concerns.

JH 04/03.09 **Procedure: Access to Medications**

- A. General

1. The WCCF physician and/or Nursing Supervisor shall determine the particular process in which an inmate shall receive prescribed medications or treatments.
2. The WCCF physician shall determine which medications are allowed for use within the facility. (Formulary)
3. Inmates may receive a supply of their prescribed medications upon their release from WCCF.
4. The remaining supply of prescribed medications belonging to inmates who are released to long term custody of other agencies may be forwarded to the facility by the transporting officer.
5. Documentation of the transfer of medication will be documented in the EMR System.
6. The transporting officer will sign for the medications and have the receiving agency sign for the medications on receipt.

B. Personal Medications

1. Approved personal medication will be supplied through med pass and subject to the restrictions of the med pass procedure regardless of the type of medication.
2. Inmates' personal medication(s) not-approved for use, shall be stored in the inmates property. Inmates may then obtain these medications when released, or make arrangements for medications to be picked up by authorized individuals.
3. Personal medications which are approved for use shall be delivered on med rounds until the personal supply is exhausted. Continued medication will be provided by the WCCF.
4. The WCCF physician may conditionally approve an inmates' previously prescribed medication if the inmate is capable of providing the jail with the prescribed medication. The inmate may be required have his personal prescriptions filled by a pharmacy approved by the WCCF physician, and packaged in single dose units.

C. Pill Line Process

1. The WCCF Medical Office shall provide inmates access to pill line one time daily. The specific time for pill line shall be determined by the medical staff.

2. The medical staff member conducting the pill line shall announce their presence in the housing unit.
3. During pill lines, inmates should be allowed to:
 - a. obtain and return completed RME forms;
 - b. supply the medical staff with medication re-order forms;
 - c. purchase specified OTC meds restricted to:
 - 1). non-narcotic pain relief;
 - 2). antacids;
 - 3). stool softeners.

D. Med Pass Process

1. The WCCF Medical Office shall provide inmates access to medications through med pass. Only those inmates directed to receive medications at a specific med pass will receive medications.
2. A med pass shall be accomplished at least twice each day, seven days a week. Specific med pass times shall be determined by medical administrative staff.
3. Frequently abused medications, and medications with a high potential of danger due to overdose shall only be made available to inmates through the med pass process. Inmates shall not be allowed to possess an on hand supply of these medications.
4. Medications supplied to inmates at med pass shall be taken as prescribed upon delivery and witnessed by the medical staff member.

E. Medications Obtained Through Programmed Release Process

1. Inmates confined by the conditional commitment orders of a programed release (i.e., community service, week end confinement, work release program etc.) may be required to supply their own medications.
2. Incoming inmates shall surrender all medications in their possession to a WCCF staff member.

3. Surrendered medications shall be secured until returned to inmate at next scheduled release.
4. The WCCF Physician or Health Care Administrator shall approve all medications to be supplied to inmates while confined. If approved for delivery, the inmate may receive the medication from his property by a staff member assigned those duties.
5. All medication transactions shall be documented in the EMR System.