

# POLICY AND PROCEDURES

NUMBER: 1301

SUBJECT: Medical Care/Services

ACA STANDARDS: 4-ALDF-2A-45; 4C-03, 08, 14, 24, 41; 4D-16; 5B-18

INTERIM DIRECTOR: *Lt. Col. Troy Doyle*

EFFECTIVE DATE: 9/97 REVISION DATE: 9/98, 5/01, 6/05, 3/10,  
7/19



## I. POLICY

The St. Louis County Department of Justice Services, in cooperation with the Department of Health will provide inmates access to medical services.

## II. RESPONSIBILITIES

All St. Louis County Department of Justice Services' Corrections staff, Corrections Medicine staff, and the Department of Health medical providers are responsible for the following procedures.

## III. PROCEDURES

- A. The St. Louis County Department of Health will use medical providers and specialists who are employees of the County or who are contracted with the County to inmates in the Justice Center.
- B. Medical judgment is the responsibility of the Corrections Medicine staff and the Department of Health medical providers.
- C. The St. Louis County Department of Justice Services, in cooperation with the Department of Health, will provide the following for the medical treatment of inmates in the Justice Center
  1. Corrections Medicine staff on duty twenty-four (24) hours a day.
  2. Medical providers scheduled five (5) days a week for Infirmary rounds and on-call for consultation seven (7) days a week.

3. An Infirmary equipped with medical isolation cells and medical cells.
  4. A Health Care Clinic equipped with a medication room, x-ray room, laboratory, exam rooms and treatment rooms.
  5. First Aid kits placed in all secure areas of the Justice Center. (See Policy #1302 First Aid Kits)
  6. All Corrections staff are trained in CPR and First Aid. (See Policy #1304 Staff Medical Training)
- D. Corrections Medicine staff will conduct a medical screening of prisoners upon their arrival at the Justice Center. (See Policy #1306 Intake Medical Screening) A medical assessment will also be conducted **Portions of this record are closed pursuant to Section 610.021 (19) (21) RSMo and Section 114.020 (18) (20) SLCRO because public disclosure of such portions would threaten public safety by compromising the safe and secure operation of the Jail, and the public interest in nondisclosure outweighs the public interest in disclosure of the portions of such records.**
- E. The medical services in the Health Care Clinic will be provided by a medical provider at least five (5) days a week, except holidays in coordination with the Corrections Medicine and Justice Services' schedules.
- F. A medical provider will be on-call during non-scheduled hours for phone consultations.
- G. The Corrections Medicine staff will provide scheduled and non-scheduled sick calls in the housing units on a daily basis. (See Policy #1307 Sick Call)
- H. The Corrections Medicine staff will triage all inmates and schedule the inmates on the medical provider's Sick Call as appropriate. Emergency treatment takes priority.
- I. The Corrections Medicine staff will schedule in-house and community clinic appointments for inmates in need of specialists and special medical equipment.

**Note:** The Corrections staff and the Corrections Medicine staff **Portions of this record are closed pursuant to Section 610.021 (19) (21) RSMo and Section 114.020 (18) (20) SLCRO because public disclosure of such portions would threaten public safety by compromising the safe and secure**

operation of the Jail, and the public interest in nondisclosure outweighs the public interest in disclosure of the portions of such records.

- J. The Corrections Medicine staff will distribute medication seven (7) days a week to inmates. (See Policy #1312 Medication Distribution)
- K. The inmate's in-house medical services may include, but is not limited to:
  - 1. Examination
  - 2. Diagnostic screening
  - 3. Medication administration
  - 4. Treatment of illness
  - 5. Infirmary care (including chronic and convalescent care)
  - 6. Medical preventative maintenance.
- L. The Clayton Fire Department (911) will be contacted for ambulance services in emergency situations. (See Policy #1318 Emergency Movement to Hospital) Non-emergency ambulance services will be contracted with a local ambulance service. (See Policy #1319 Inmate Transport to Community Clinic)
- M. Portions of this record are closed pursuant to Section 610.021 (19) (21) RSMo and Section 114.020 (18) (20) SLCRO because public disclosure of such portions would threaten public safety by compromising the safe and secure operation of the Jail, and the public interest in nondisclosure outweighs the public interest in disclosure of the portions of such records. for inmate medical care when outside non-life threatening emergency attention is required. In case of a life threatening emergency, the inmate will be transported to the nearest hospital available, by the Department of Justice Services and 911 responders.
- N. The Corrections Medicine staff will arrange all movement of inmates to the community clinics and hospitals through the Transportation Supervisor or Watch Commander. (See Policy #1319 Inmate Transport to Community Clinic, or Policy #1318 Emergency Movement to Hospital)
- O. Medical records will be maintained for all procedures and considered confidential.

- P. All in-house medical services provided to inmates are subject to a fee to be deducted from the inmate's commissary account. (See Policy #1320 Inmate Medical Fees)
- Q. The Facility Property Room staff will notify the Corrections Medicine staff of all inmates released from housing unit floors and into the community or released to other authorities. The Transportation Supervisor/designee will inform the Corrections Medicine staff of inmates being transported to other authorities. The Intake Service Center Officers will inform the Corrections Medicine staff of prisoners released from Intake, into the community or to other authorities.
- R. Upon the departure of an inmate to another facility or into the community, the Corrections Medicine staff will inform the inmate, the other facility and/or the inmate's local Department of Health of any appropriate health information. The Corrections Medicine staff will also return all remaining medication an inmate brought to the jail or issue a limited supply of medication prescribed to the inmate while incarcerated.
- S. The Corrections Medicine staff will give a completed Medical Transfer sheet, or a Federal Medical Transfer sheet to the Transportation Supervisor/designee when an inmate with a medical condition is transported by Transportation Officers to other authorities. When an inmate, with a medical condition, is released into the community the Corrections Medicine staff will issue that inmate a Medical Discharge Summary prior to the inmate's departure. The Corrections Medicine staff will issue a completed Medical Transfer sheet to the Property Room staff when an inmate with a medical condition is released to other authorities. The Property Room staff will ensure the authorities receive this completed form.
- T. The Corrections Case Manager, in cooperation with the medical personnel, will initiate pre-discharge planning for an inmate with a serious medical condition prior to the release of the inmate into the community. The pre-discharge planning will include, but is not limited to:
1. Ensuring the inmate has a plan for housing (relatives, friends, homeless shelter), upon his/her release.
  2. Ensuring the inmate has a treatment plan or follow-up plan to continue his/her treatment.
  3. Ensuring the family has been informed that the inmate has a serious medical condition and requesting that the family assist the inmate in his/her treatment or follow-up plan.

U. The Corrections Medicine staff will meet with the Justice Services Director/designee at least quarterly to discuss the health care delivery system and the health environment. A report or the minutes of the meeting will be written by the Corrections Medicine/designee and distributed to the appropriate Corrections Medicine staff and to the Director of Justice Services/designee. The Corrections Medicine Manager will also ensure the annual statistical summaries are submitted to the Director of Justice Services/designee.

[V. The Housing Unit Supervisor of Unit 8 will ensure that custody staff will contact the Corrections Medicine staff when an inmate is moved to the Indirect Supervision Housing Unit on Unit 8. The Corrections Medicine staff will conduct a brief assessment **Portions of this record are closed pursuant to Section 610.021 (19) (21) RSMo and Section 114.020 (18) (20) SLCRO because public disclosure of such portions would threaten public safety by compromising the safe and secure operation of the Jail, and the public interest in nondisclosure outweighs the public interest in disclosure of the portions of such records.**

*NOTE: If there is a need for a nurse to see the inmate immediately, staff will contact Corrections Medicine and let them know of the urgency or, if necessary, call a medical code one.]*

W. The Medical Provider will conduct at least one annual visit of the Indirect Supervision Housing. Corrections Medicine staff will conduct daily rounds in the segregation units.