

POLICY AND PROCEDURES

NUMBER: 1316

SUBJECT: Conditional Releases

ACA STANDARDS: 4-ALDF-5B-16

DIRECTOR: Herbert Bernsen

EFFECTIVE DATE: 9/97 REVISION DATE: 9/06, 1/09, 11/11



I. POLICY

The St. Louis County Department of Justice Services shall request from the court for the conditional medical recognizance release of inmates to a hospital for medical care beyond the resources available in the Justice Center.

II. RESPONSIBILITIES

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

III. PROCEDURES

A. General Information

1. 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.
2. Such a release is only for inmates who need medical care beyond the resources available in the Justice Center.

B. Use of the Conditional Medical Recognizance Release

1. The Corrections Medicine staff will inform the Superintendent of Security/designee that an inmate needs to be transferred to the hospital for medical care which cannot be provided by the Corrections Medicine staff or if the cost of providing the necessary medical care will be at great cost to St. Louis County.
2. The Corrections Medicine staff will provide a written statement stating why the referral is being made and send the statement to the Superintendent of Security.
3. The Superintendent of Security/designee will ensure a Corrections Case Manager checks the inmate's file to ensure that the inmate qualifies for a conditional medical recognizance release. The qualification includes the following:

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.

4. The Superintendent of Security/designee and/or Corrections Case Manager will then inform the Classification Manager or the Infirmary Case Manager if the inmate is housed in the Infirmary of the medical situation. All written information will also be given to the Classification Manager/Infirmary Case Manager.
5. The Classification Manager/Infirmary Case Manager will contact the Prosecuting Attorney and the inmate's private attorney/Public Defender and inform him/her of the situation. If the inmate is on probation or parole, the Classification Manager will contact the Probation/Parole Officer and inform him/her of the situation.
6. The Classification Manager/Infirmary Case Manager will present the facts to the appropriate court for approval or disapproval, unless persons mentioned in sections B-3 & 5 deny the conditional release.
7. The Judge in the appropriate court will approve or disapprove the request for conditional medical recognizance release of the inmate, based on the information given by the Superintendent of Security /designee and/or Corrections Case Manager.

NOTE: Any hospital post assumed directly from the Intake Service Center may also be considered for a conditional medical recognizance release.

8. If any persons mentioned in Section B-3, 5 or 7 of these procedures denies the conditional release of the inmate, that inmate will receive the same medical care, but the inmate will be placed on a hospital post. (See Policy #1317 Hospital Post)
9. Once the approval is received, the Classification Manager/Infirmary Case Manager will complete a Hospital Hold Order Form, (See Attachment #1) and a Recognizance Bond. The Hospital Hold Order Form alerts the hospital nursing staff:
 - a. Whom to contact upon the recovery of the inmate or if the inmate departs the hospital without authorization from the Department of Justice Services.
 - b. That an inmate is housed in the general population of the hospital with a St. Louis County hold and may not depart the hospital unless supervised by St. Louis County Corrections Officers
10. The Classification Manager/Infirmary Case Manager will then ensure that:
 - a. A copy of the Hospital Hold Order is made.
 - b. The original Hospital Hold Order is placed in the inmate's file.
 - c. The copy of the Hospital Hold Order and the Recognizance Bond are given to a Transportation Officer for delivery.
11. The Transportation Officer will ensure that a copy of the Hospital Hold Order is given to the following:
 - a. Watch Commander
 - b. The appropriate hospital nurses' station
 - c. Hospital security
 - d. The inmate.

NOTE: Most conditional medical recognizance releases will not be sent directly with the inmate to the hospital. These conditional medical recognizance releases will be taken to the hospital in person by a Transportation Officer and given to the nurse's station where the inmate is located, other appropriate hospital personnel and the inmate.

12. When all of the appropriate hospital personnel have received their copies of the Hospital Hold Order, the Transportation Officer will give the inmate a copy of the order.
13. The Transportation Officer will also have the inmate sign the Recognizance Bond. The officers will give a copy of the Recognizance Bond to the inmate and inform the inmate that if he/she departs the hospital without St. Louis County Corrections Officers as escorts, the inmate will receive additional charges. The officers will then remove all restraints from the inmate and return to the Justice Center.
14. The Transportation Officer will return the signed Recognizance Bond to the Bonding staff. The Bonding staff will place the signed bond in the inmate's file.
15. The Corrections Medicine staff will contact the hospital daily for medical updates on the inmate.
16. The Watch Commander on each shift will contact the hospital to ensure the inmate has not departed or threatened to depart the hospital without authorization from the Department of Justice Services.
17. Upon the inmate's discharge from the hospital, a nurse from the hospital staff will inform the Watch Commander the approximate time of discharge of the inmate and the inmate's room number. The Watch Commander will inform the Corrections Medicine staff of the inmate's discharge from the hospital.
18. The Corrections Medicine staff will call the hospital's nursing staff to receive any pertinent information on the inmate and as to whether the inmate's medical care can be continued in the Justice Center.
19. Upon the Corrections Medicine's decision to accept the inmate, the Watch Commander will send officers to the inmate's hospital room to return the inmate to the Justice Center.

20. The officers will place restraints on the inmate, receive all paperwork from the nurse and have all prescriptions filled before departing the hospital. (See Policy #1318 Emergency Movement to Hospital, or Policy #1319 Inmate Transport to Community Clinics)
21. The officers will inform the Corrections Medicine staff of the inmate's return, upon their arrival to the Justice Center. The officers will also give any medication and medical paperwork to the Corrections Medicine staff. All other paperwork will be given to the Transportation Supervisor or the Watch Commander.
22. The Corrections Case Manager and the Corrections Medicine staff will reclassify the inmate to an appropriate housing unit.