

NH DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURE DIRECTIVE	CHAPTER <u>Health Services</u> STATEMENT NUMBER <u>6.44</u>
SUBJECT: MEDICAL ADMINISTRATION PROPONENT: <u>Helen Hanks, Administrative Director</u> <i>Name/Title</i> <u>Medical/Forensic Services 271-3707</u> <i>Office Phone #</i>	EFFECTIVE DATE <u>06/15/14</u> REVIEW DATE <u>06/15/15</u> SUPERSEDES PPD# <u>6.44</u> DATED <u>03/30/12</u>
ISSUING OFFICER: <hr/> <i>William Wrenn, Commissioner</i>	DIRECTOR'S INITIALS _____ DATE _____ APPENDIX ATTACHED: YES _____ NO _____
REFERENCE NO: See reference section on last page of PPD.	

- I. **PURPOSE:**
 To specify the overall authority of the Administrative Director of Medical and Forensic Services and to describe the qualifications for health staff.
- II. **APPLICABILITY:**
 To all staff involved in the delivery of health care.
- III. **POLICY:**
 It is the policy of the Department of Corrections that:
- A. The Administrative Director is responsible for the oversight of all health care personnel in the Department of Corrections. The Administrative Director reports to the Assistant Commissioner of Corrections.
 - B. The Medical Director of Forensic Services is the designated authority for psychiatric treatment and care of Department of Corrections' inmates. The Chief Physician at NHSP/M is the designated health authority for medical treatment and care of Department of Corrections' inmates.
 - C. The Director of Nursing is the designated authority for nursing staff to ensure compliance with nursing practice standards and departmental policies and procedures.
 - D. The Chief Dentist is the designated authority for dental treatment and care for inmates under the custody of the Department of Corrections
 - E. Medical, psychiatric and dental matters involving medical judgment are the sole province of the physician, psychiatrist and dentist.
 - F. The Medical Director, Chief Physician, Director of Nursing and Chief Dentist report to the Administrative Director of the Division of Medical & Forensic Services who has final administrative authority with respect to correctional health services and the care being rendered is appropriate.

- G. Professional Credentials:
1. All health staff shall be fully licensed/certified to practice in the State of New Hampshire in their respective health care disciplines. Licenses/certifications of staff are verified prior to hiring. Copies of appropriate credentials are retained on file by the Human Resources Bureau.
 2. The duties and responsibilities of all health staff are governed by written job descriptions.
- H. Administration of Treatment:
1. Treatment by health care personnel other than a physician, dentist, Advanced Practice Registered Nurse, Dietician or other independent providers are performed pursuant to written or direct orders from personnel authorized by law to give such orders.
 2. Practitioners practice within the limits of applicable laws and regulations and through direction of the Departmental Policies and Procedures as well as documented treatment standards approved by the Medical Director of Chief Physician.
- F. Students and Interns:
- The appropriate health care personnel will provide direct staff supervision for all students and interns involved in the delivery of health care. All students and interns will be pre-screened and appropriate documents signed via our Volunteer Coordinator prior to accessing any site.
- G. Inmate workers:
- Inmate workers will not perform any of the following duties:
1. Provide direct care services;
 2. Schedule appointments;
 3. Determine access to health care that is made available to other inmates;
 4. Handle or have access to surgical instruments, syringe needles, medications or health records; or
 5. Operate diagnostic or therapeutic equipment.
- H. Health Authority and their Relationship with Facility Wardens:
1. The Administrative Director of Medical and Forensic Services shall meet at least quarterly with each Warden to discuss issues related to the delivery of health care and the health care environment.
 2. The Quality Improvement Program sends monthly statistical reports that detail monthly health statistics as well as year-to-date statistics to facility Wardens and the Administrative Director of Medical and Forensic Services.

REFERENCES:

Standards for the Administration of Correctional Agencies
Second Edition Standards

Standards for Adult Correctional Institutions
Fourth Edition Standards

4-4380 thru 4382; 4-4392 thru 4393; 4-4408

Standards for Adult Community Residential Services
Fourth Edition Standards

4-ACRS-4C-02, 4-ACRS-4C-17 thru 4C-18

Standards for Adult Probation and Parole Field Services
Third Edition Standards

Other

HANKS/clr