



*State of North Carolina  
Department of Public Safety  
Prisons*

Chapter: S  
Section: .0100  
Title: **Health Care Policy**  
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## **POLICY & PROCEDURES**

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### **.0101 Division Responsibility**

The Director of Prisons is charged with the responsibility to provide each inmate access to the medical, dental, and mental health services necessary to maintain basic health. The Director may designate appropriate staff to manage and administer the daily operations of the health services program.

### **.0102 Facility Responsibility**

It is the responsibility of the Facility Head to provide an environment that ensures the appropriate delivery of health services. The Facility Head will designate, in writing, a specific individual with the responsibility for overseeing/managing the provision of health services to their facility.

### **.0103 Responsible Health Authority**

- (a) Each correctional facility will have a designated health authority with responsibility for health care services pursuant to a job description or written contract. The health authority may be a physician, health administrator, physician extender, or nurse. When this authority is not a physician, final medical judgements rest with a single designated physician.
- (b) The responsibility of the health authority includes arranging for all levels of health care and ensuring quality health services for inmates. The health authority should ensure that the physical well-being of the population is attended to, which includes the inmates' medical, dental, nursing, personal hygiene, dietary, health education, and environmental needs.

### **.0104 Staff Responsibility**

The Director of Prisons shall have on staff a Deputy Director for Health Services, whose job it will be to plan, organize, and coordinate a health care delivery system which includes medical, nursing, dental, and mental health services for all inmates incarcerated within the North Carolina Department of Public Safety. The Deputy Director for Health Services responsibilities are to:

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- (a) Develop procedures for health care system organization, function and delivery,
  - (b) Provide consultation for all DPS/DOP management staff regarding health-related services,
  - (c) Assist in the recruitment and selection processes for health care personnel,
  - (d) Coordinate with Facility Heads to determine healthcare needs for specific facility,
  - (e) Recommend facility design to allow for the delivery of health services,
  - (f) Ensure that professional requirements of all health care disciplines are maintained,
  - (g) Participate in preparation of Health Services budget,
  - (h) Coordinate with other agencies to facilitate continuity of care and to acquire services that are not available within the Prisons,
  - (i) Prepare Federal Grant requests to acquire additional resources for health delivery whenever appropriate,
  - (j) Conduct visits to facilities and make recommendations to responsible officials for improvements in service delivery.
  - (k) Recommend to the Director of Prisons, and the Secretary of N.C. Department of Public Safety policies and/or procedures which specifically address the delivery of health services,
  - (l) Prepare and submit to the Director of Prisons an annual report of health services for the preceding year.

#### **.0105 Central Office Staff**

Individuals trained in the following disciplines will serve as Health Services Central Office Staff and be prepared by the Deputy Director of health Services:

- (a) Physician as Director of Medical Services
- (b) Dentist as Dental Director
- (c) Registered Nurse as Director of Nursing
- (d) Medical Records Manager
- (e) Pharmacist as Chief Pharmacist

- (f) Psychiatrist as Director of Mental Health Services
- (g) Health Administrator as Director of Operations

#### **.0106 Consultants**

As deemed necessary by the Deputy Director for Health Services, professionals may be contracted or engaged to serve the Health Services Central Office Staff as experts in their particular fields.

#### **.0107 Medical Autonomy**

The provision of health care is a joint effort between health care providers and correctional administrators and can be achieved only through mutual trust and cooperation. Clinical matters involving medical, nursing, mental health and dental judgments are the sole province of licensed health care providers. Health services must be provided in a manner that does not compromise the security regulations of the facility.

#### **.0108 Meetings and Reports**

- (a) To ensure that health care problems are promptly identified and solutions sought, the facility health authority will meet with the facility head as necessary.
- (b) There shall be a monthly meeting of the health services staff in each institution or area to review administrative, procedural, and clinical issues.
- (c) Monthly statistical reports summarizing health care services rendered at each facility shall be sent to the Health Services Central Office.

#### **.0109 Policy and Operating Procedures**

- (a) This policy provides general guidelines for Health Care delivery in the Prisons. More specific policies and procedures relating to Health Care issues are found in the Prisons Health Care Procedure Manual.
- (b) The Deputy Director for Health Services is authorized to issue a policy directive on any subject for which he/she has statutory responsibility or delegated policy-making authority. All health care employees in Prisons must be informed as to the policies and objectives, along with the necessary procedures for meeting these objectives, including the legal constraints within which they are to function. Healthcare staff will comply with the Health Care Procedures Manual and Administrative Memorandums as set forth from the Health Services Central Office staff.

#### **.0110 Review/Revision of Health Care Procedures Manual, Nursing Protocols and**

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**Chronic Disease Guidelines**

- (a) The Deputy Director for Health Services/designee appoints personnel to review policies based on subject matter. Policies are reviewed annually and on an as need basis in cooperation with changes in Health Services and Prisons.
  - (1) Review current policies
  - (2) Review recommended changes in policies. Policy changes must be approved by the Deputy Director for Health Services/designee after review by the specific discipline/section head. The date of review and approval of policies and procedures will be indicated on the policy itself.
    - (A) Recommendations for policy/procedure review must be submitted to the Deputy Director for Health Services/designee. These will be sent to the Policy and Procedure Committee.
    - (B) Health Services staff or custody staff may make recommendations for policy and procedure changes.
    - (C) Date of review and approval of policy and procedures will be included in the policy itself at time of distribution.
    - (D) Each policy, procedure, and program will be reviewed annually by the appropriate health care authority and revised, if necessary.



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Director of Prisons

August 1, 2017  
Date

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