	<b>DEPARTMENT OF CORRECTIONS AND REHABILITATION</b> <b>CORRECTIONS ADMINISTRATION</b> <b>POLICY AND PROCEDURES</b>	<b>EFFECTIVE DATE:</b> January 01, 2024	<b>POLICY NO.:</b> COR.10.C.04
		<b>SUPERSEDES (Policy No. &amp; Date):</b> COR.10.1C.04 (12/29/08)	
	<b>SUBJECT:</b> <b>HEALTH TRAINING FOR CORRECTIONAL OFFICERS</b>		Page 1 of 4

## 1.0 PURPOSE

The purpose of this policy is to ensure that Adult Corrections Officers are trained to recognize when there is need to refer an incarcerated individual to a qualified health care professional for a medical, dental, or mental health evaluation.

## 2.0 SCOPE

This policy and procedure shall apply to all correctional facilities, their assigned staff, and contract staff.

## 3.0 REFERENCES, DEFINITIONS & FORMS

### .1 References

- a. Department of Human Resources Development, Policies and Procedures, 400.001, Training and Employee Development.
- b. Department of Corrections and Rehabilitation, Policy and Procedures, ADM.04A.01, Department Training and Staff Development Program.
- c. Department of Corrections and Rehabilitation, Policy and Procedures, ADM.04C.02, In-Service Training Requirements for Adult Corrections Officer Recruit.
- d. Standards for Health Services in Prisons. National Commission on Correctional Health Care, (2018).
- e. Standards for Health Services in Jails. National Commission on Correctional Health Care, (2018).
- f. Standards for Mental Health Services in Correctional Facilities. National Commission on Correctional Health Care, (2015).

### .2 Definitions

- a. In-Service Training: Specialized performance and competency-based training which consist of courses designed to enable participants to increase their effectiveness to perform the duties and functions of their present assignments or to prepare for future assignments.

**NOT CONFIDENTIAL**

<b>COR P &amp; P M</b>	<b>SUBJECT:</b>  <b>HEALTH TRAINING FOR CORRECTIONAL OFFICERS</b>	<b>POLICY NO.:</b> <b>COR.10.C.04</b>
		<b>EFFECTIVE DATE:</b>
		<b>Page 2 of 4</b>

- b. Qualified Health Care Professionals: Physicians, physician assistants, nurse practitioners, nurses, dentists, mental health professionals, and others who by virtue of their education, credentials, and experience are permitted by law to evaluate and care for patients.
- c. Responsible Health Authority: The Clinical Services Administrator is the designated individual tasked with ensuring the organization and delivery of all medical and clinical services care in the facility.
- d. Responsible Mental Health Authority: The Mental Health Administrator is the designated individual tasked with ensuring the organization and delivery of all mental health care in the facility.

#### **4.0 POLICY**

- .1 A comprehensive training and staff development program shall be established within the Department. The health training components of the program shall be approved by the Responsible Health Authority and the Responsible Mental Health Authority in cooperation with the facility Warden.
- .2 An outline of the health training components of the Training Center Operations Manual, which includes course content and length, is kept on file.
- .3 Adult Corrections Officers who work with incarcerated individuals receive the following health-related training at least every two (2) years:
  - a. Administration of first aid.
  - b. Cardiopulmonary resuscitation (CPR) including the use of an automated external defibrillator (AED).
  - c. Acute manifestations of certain chronic illnesses (e.g., asthma, seizures, diabetes).
  - d. Intoxication and withdrawal.
  - e. Adverse reactions to medications.
  - f. Signs and symptoms of mental illness.
  - g. Dental emergencies.
  - h. Procedures for suicide prevention.

**NOT CONFIDENTIAL**

<b>COR P &amp; P M</b>	<b>SUBJECT:</b>  <b>HEALTH TRAINING FOR CORRECTIONAL OFFICERS</b>	<b>POLICY NO.:</b> <b>COR.10.C.04</b>
		<b>EFFECTIVE DATE:</b>
		<b>Page 3 of 4</b>

- i. Procedures for appropriate referral of incarcerated individuals with medical, dental, and mental health complaints to health staff.
  - j. Precautions and procedures with respect to infectious and communicable diseases.
  - k. Maintaining patient confidentiality.
- .4 A certificate or other evidence of attendance is kept on-site for each Adult Corrections Officer.
- .5 At least 75% of the staff present on each shift are current in their health-related training.

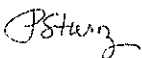
#### **5.0 PROCEDURES**

- .1 Through the facility's Corrections Training Advisory Subcommittee, the Responsible Health Authority and the Responsible Mental Health Authority shall evaluate for approval the health training components of the Basic Corrections Recruit Training Program and the facility in-service training program.
- .2 The facility training officer shall maintain on file an outline of the health training components of the Training Center Operations Manual, which includes both course content and length.
- .3 The facility training officer shall establish and maintain an overall training plan for Adult Corrections Officers to meet mandatory health training requirements.
- .4 When an Adult Corrections Officer completes health-related training at the Training and Staff Development (TSD) center, all documentation concerning course completion shall be sent to the facility training officer. In addition, any health-related in-service training completed by an Adult Corrections Officer shall be documented and the records maintained by the facility training officer.
- .5 The facility Warden shall ensure that at least 75% of the staff present on each shift are current in their health-related training.

**NOT CONFIDENTIAL**

COR P & P M	<b>SUBJECT:</b>  HEALTH TRAINING FOR CORRECTIONAL OFFICERS	<b>POLICY NO.:</b> COR.10.C.04
		<b>EFFECTIVE DATE:</b>
		Page 4 of 4

**APPROVAL RECOMMENDED:**


JAN 0 1 2024  
\_\_\_\_\_  
Deputy Director for Correctional Institutions      Date


JAN 0 1 2024  
\_\_\_\_\_  
Deputy Director for Rehabilitation Services and Programs      Date

**APPROVED:**


JAN 0 1 2024  
\_\_\_\_\_  
DIRECTOR      Date

**NOT CONFIDENTIAL**