	DEPARTMENT OF CORRECTIONS AND REHABILITATION CORRECTIONS ADMINISTRATION POLICY AND PROCEDURES	EFFECTIVE DATE: January 01, 2024	POLICY NO.: COR.10.E.06
		SUPERSEDES (Policy No. & Date): COR.10.1E.06 of May 12, 2003	
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1.0 PURPOSE

To provide oral care to incarcerated individuals under the direction and supervision of a dentist licensed in the State.

2.0 SCOPE

This policy and procedure applies to all correctional facilities and their assigned personnel.

3.0 REFERENCES, DEFINITIONS & FORMS

.1 References

- a. American Dental Association. American Correctional Association Standards for Adult Local Detention Facilities, (1991), Dental Screening and Examination.
- b. Hawaii Revised Statutes, Section 26-14.6, Department of Corrections and Rehabilitation; Section 353-A, Director of Corrections and Rehabilitation, Powers and Duties.
- c. Standards for Health Services in Prisons. National Commission on Correctional Health Care, (2018).
- d. Standards for Health Services in Jails. National Commission on Correctional Health Care, (2018).
- e. Standards for Mental Health Services in Correctional Facilities. National Commission on Correctional Health Care, (2015).

.2 Definitions

- a. Prosthetics: Artificial devices to replace missing body parts; in this case, dentures, bridges, etc.
- b. Universal Dental Recording System: A means of identifying teeth by number.

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.3 Forms

- a. DCR 0406, Consultation Record (attached)
- b. DCR 0409, Dental Treatment Record (attached)
- c. DCR 0411, Dental Health Questionnaire (attached)
- d. DCR 0417, Refusal To Consent To Medical/Surgical/Dental Treatment/Medication (attached)
- e. DCR 0424, Dental Examination (attached)
- f. DCR 0427, Consent to Operation, Post-Operative Care, Medical Treatment, Anesthesia or Other Procedure (attached)
- g. DCR 0449, Medical Needs Memo (attached)
- h. DCR 0475, Dental Problem Sheet (attached)

4.0 POLICY

- .1 Dental examinations and treatments for incarcerated individuals shall be performed by, and under the direction and supervision of a dentist licensed to practice in the State of Hawaii.
- .2 Dental care of incarcerated individuals shall be timely and includes immediate treatment for urgent or painful conditions. The incarcerated individual's serious urgent and emergent dental needs shall be met.

5.0 PROCEDURES

- .1 Dental screening of newly admitted incarcerated individuals shall occur within fourteen (14) days of admission into the Department of Corrections and Rehabilitation (DCR) jail facilities and within seven (7) days of admission to prison facilities.
- .2 Incarcerated individuals transferring between one DCR facility to another who have received a dental screen while at the sending facility do not require a new screening at the receiving facility if the documentation in the dental record

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indicated the service was received within the 14 to 7 days requirement respectively.

- .3 The dental screening shall include visual observation of the teeth and gums, noting any gross abnormalities which requiring immediate referral to a dentist. Health staff having received documented training by a dentist can perform dental screens. The screening shall be recorded in the patient's dental record.
- .4 Instructions in oral hygiene and preventive oral education are given to patients, within fourteen (14) days of admission, by a dentist, dental hygienist, or health staff with documented training by a dentist.
- .5 A dentist shall perform a dental examination on all incarcerated individuals within thirty (30) days of admission to a DCR prison facility and within one (1) year of admission to a DCR jail facility. Incarcerated individuals who transfer from one DCR facility to another who received a dental exam while at the sending facility do not require a new examination at the receiving facility if the documentation in the dental record transfers with the incarcerated individual.

Incarcerated individuals who are re-admitted and who received a dental examination and treatments within the past year do not require a new examination unless so determined by the supervising dentist.

- .6 Dental examinations shall include the patient's dental history, extraoral head and neck examination, charting of teeth and examination of hard and soft tissue of the oral cavity with a mouth mirror, explorer and adequate illumination. The examination results shall be recorded on Dental Examination form [DCR 0424] utilizing the Universal Dental Recording System.
- .7 Oral treatment shall be prioritized for emergencies, acute injuries to the teeth, acute injuries to the oro-facial complex, infection control, pain management, proper mastication and maintaining the patients' health status.
- .8 Bitewing x-rays and additional radiographs may be taken at the time of the patient's first treatment appointment and thereafter as clinically indicated.
- .9 Each incarcerated individual shall have access to the preventive benefits of fluorides in a form determined by the dentist to be appropriate for the needs of the individual.

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.10 Extractions shall be performed in a manner consistent with community standards of care and adhering to the American Dental Association's clinical guidelines. Extractions are limited to the following:

- a. Non-restorable teeth
- b. Periodontally compromised teeth
- c. Severe, acute or chronic infection

Informed patient consent for extractions is required on the Consent to Operation, Post-Operative Care, Medical Treatment, Anesthesia or Other Procedure form [DCR 0427].

.11 Incarcerated individuals can seek private dental care at their own expense under COR.10.1A.14, Incarcerated individuals Requesting Private Medical Care Provider. For security reasons, dental staff should encourage the private provider to come to the facility to provide the services. Approval for private provider care must be approved by the Correctional Health Care Administrator or designee.

.12 Medical reviews of any incarcerated individuals to be transferred to another correctional facility shall include consideration of any pending dental work. Should an incarcerated individual's pending transfer involve a facility at which an institutional dentist is not readily available, and the incarcerated individual has major uncompleted dental work pending, the incarcerated individual shall not be transferred until dental services have been completed.

.13 All dental records shall be confidential. These records shall be maintained for all patients and shall include as indicated the:

- a. DCR 0406, Consultation Record
- b. DCR 0409, Dental Treatment Record
- c. DCR 0411, Dental Health Questionnaire
- d. DCR 0417, Refusal to consent to Medical/Surgical/Dental Treatment/Medication
- e. DCR 0424, Dental Examinations

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f. DCR 0427, Consent to Operation, Post-Operative Care, Medical Treatment, Anesthesia, or Other Procedure

g. DCR 0449, Medical Needs Memo

h. Perio Chart

i. DCR 0475, Dental Problem Sheet

j. Access to digital X-rays.

.14 When an incarcerated individual transfers to another DCR facility, the dental record shall be transferred according to P & P COR.10.1E.03, The Transfer Screening.

.15 Dental records shall be notated in S-O-A-P or problem-oriented format. All notes shall include the client's complaint, the examination, the diagnostic impression/assessment, and the treatment plan.

.16 The Consultation Record for [DCR 0406] shall accompany the incarcerated individual to an outside dental referral. DCR 0406 will also be used when a dental consultant comes to the facility. The Consultation Record and the consultant's report shall be filed in the Consultation Index of the medical record. A copy of the consultation Record and consultant's report shall be filed in the dental record.

.17 All dental staff shall adhere to standard precautions as an infection control practice. Infection control practices as defined by the American Dental Association and the Centers for Disease control and Prevention and OSHA shall be followed. These include but are not limited to the use of personal protective devices, sterilization of reusable instruments, the protection and disinfection of operatory equipment, and properly disposing of hazardous waste and sharps.


No incarcerated individual shall be denied dental treatment because of an infectious condition.

.18 Reviews of dental services will be included in the DCR health services quality assurance program as described in P & P COR.10.1A.06, Continuous Quality Improvement Program.


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APPROVAL RECOMMENDED:

 JAN 01 2024
Deputy Director for Corrections Date

APPROVED:

 JAN 01 2024
DIRECTOR Date

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