



**STATE OF MONTANA  
DEPARTMENT OF CORRECTIONS  
POLICY DIRECTIVE**

Policy No. DOC 4.5.23	Subject: <b>OFFENDER HEALTH CARE ESCORT AND TRANSPORT</b>
Chapter 4: FACILITY/PROGRAM SERVICES	Page 1 of 3
Section 5: Clinical Services	Effective Date: Jan. 1, 1998
Department Director Signature: /s/ Reginald D. Michael	Revised: 08/11/2017
Medical Director Signature: /s/ Paul Rees, M.D.	
Clinical Services Division Administrator Signature: /s/ Connie Winner	

## **I. POLICY**

The Department of Corrections facilities will ensure that offenders are escorted and transported safely and promptly to medical, mental health, and dental clinic appointments both inside and outside the facility.

## **II. APPLICABILITY**

All secure care facilities Department-owned and contracted, as specified in contract.

## **III. DEFINITIONS**

Designated Health Authority – Regardless of local title, the individual at the facility or program level who is responsible for health services, as designated by the Responsible Health Authority.

Facility Administrator – The official, regardless of local title (administrator, warden, superintendent), ultimately responsible for the facility or program operation and management.

Health Care Staff – Includes licensed health care providers and non-licensed health care staff (e.g., medical records staff, health care aides) responsible for offender health care administration and treatment.

Qualified Health Care Professionals – Physicians, physician assistants, nurses, nurse practitioners, dentists, mental health professionals and others who by virtue of their education, credentials, and experience are permitted by law to evaluate and care for offenders, including contracted or fee-for-service professionals.

## **IV. DEPARTMENT DIRECTIVES**

### **A. General Requirements**

1. Patient confidentiality is maintained by staff during all transports and escorts.
2. When an offender is transported, health care staff will alert transporting custody staff to accommodations needed during the transport process, including instructions for administration of necessary medications.
3. Staff involved in transportation of offenders will receive training in medications to be administered during the transport.

**Subject: OFFENDER HEALTH CARE ESCORT AND TRANSPORT****B. In-House Movement/Escort**

1. Facility administrators will ensure security staff is available to escort offenders from housing to clinic areas for scheduled health care appointments and emergency medical needs.
2. When possible, health care providers will see the offender in a clinical area within the housing unit.
3. If the offender's ability to walk to the health services unit is compromised, health care providers will be consulted beforehand to ensure the mode of transportation is appropriate to the nature of the medical problem.

**C. Off-Site Referrals/Transportation**

1. Facility health care providers and correctional staff will provide offender emergency health care or transport in accordance with *DOC Policies 4.5.22 Offender Health Care Continuity* and *4.5.20 Emergency Medical Services*.
2. Qualified health care professionals will:
  - a. make all non-emergency off-site medical referrals according to protocols outlined by the Department medical director;
  - b. establish applicable off-site referral notification procedures;
  - c. provide security transport staff with only the amount of offender medical information necessary to ensure offender and staff protection and safety; and
  - d. if indicated, make special arrangements to ensure continuity of care by providing written instructions, medications, and supplies in accordance with *DOC Policy 4.5.22 Offender Health Care Continuity*.

**D. Appointments**

1. Facility health staff will establish a system to track missed appointments.
2. The designated health authority will investigate missed appointments and take corrective action when needed.

**V. CLOSING**

Questions concerning this policy should be directed to the Clinical Services Division administrator.

**VI. REFERENCES**

- A. *P-E-10; National Commission on Correctional Health Care Standards for Health Services in Prisons, 2014*
- B. *MH-E-08; National Commission on Correctional Health Care Standards for Mental Health Services in Correctional Facilities, 2015*
- C. *Y-E-10; National Commission on Correctional Health Care Standards for Health Services in Juvenile Detention and Confinement Facilities, 2015*
- D. *DOC Policies 4.5.20 Emergency Medical Services; 4.5.22 Offender Health Care Continuity*

Policy No. DOC 4.5.23	Chapter 4: Facility/Program Services	Page 3 of 3
Subject: <b>OFFENDER HEALTH CARE ESCORT AND TRANSPORT</b>		

**VII. ATTACHMENTS**

None