



**MONTANA STATE PRISON  
HEALTH SERVICES OPERATIONAL PROCEDURE**

Procedure No.: MSP HS C-01.0	Subject: <b>CREDENTIALS</b>
Reference: NCCHC Standard P-C-01, 2018;	Page 1 of 1 and no attachments
Effective Date: January 1, 2017	Revised: October 1, 2020, October 1, 2021
Signature / Title: /s/ Cindy Heiner/Medial Bureau Chief	
Signature / Title: /s/ Paul Rees M.D./ Medical Director	

**I. PURPOSE**

All qualified health care professionals have credentials and provide services consistent with licensure, certification, and registration requirements of the jurisdiction.

**II. DEFINITIONS**

**Designated Health Authority-** The Clinical Services Manager, regardless of title i.e., *Medical, Mental Health or Treatment*, at the facility or program level who is responsible for health services, as designated by the Responsible Health Authority.

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

**Qualified Health Care Professional-** 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.

**III. PROCEDURE**

**A. General requirements**

1. Each Department Qualified Health Care Professional, including telehealth providers, will:
  - a. submit a copy of current license or appropriate credentials to the Human Resources Specialist and Clinical Services Manager upon hire; and
  - b. maintain current license or credentials and provide verification of renewal to the Human Resources Specialist and respective Clinical Services Manager.
  - c. not perform tasks beyond those permitted by their credentials
2. The designated health and mental health authorities will:
  - a. assure verification of current licenses and credentials through the appropriate licensing board.
  - b. inquire regarding sanctions or disciplinary actions of state boards, employers, and the National Practitioner Data Bank (NPDB)
  - c. maintain verifications in individual personnel files; and
  - d. provide copies of verifications to the Department’s contract monitor in contracted facilities.
3. Licenses with limits restricted to practice only in correctional institutions are not permitted.

**IV. CLOSING**

Questions concerning this operational procedure will be directed to the Clinical Services Manager

**V. ATTACHMENTS** None