



**ADULT COMMUNITY CORRECTIONS DIVISION  
STANDARD OPERATING PROCEDURES**

Procedure No.: ACCD 4.5.1401	Subject: <b>PRERELEASE RESIDENT INTAKE HEALTH SCREENINGS</b>
Reference: DOC 4.5.14; 53-1-203, MCA	Page 1 of 2
Effective Date: 10/21/14	Revision Dates:
Signature / Title: /s/ Pam Bunke, ACCD Administrator	

**I. DIVISION DIRECTIVE:**

Adult Community Corrections Division’s prerelease centers will follow established procedures to ensure prerelease resident offenders receive initial health screenings at intake for ongoing health care needs.

**II. DEFINITIONS:**

ACCD-Adult Community Corrections Division Facility – Division facilities include the Missoula Assessment and Sanction Center (MASC); Treasure State Correctional Training Center (TSCTC); and the contracted facilities of Prerelease Centers (PRC), Sanction Treatment Assessment Revocation & Transition (START), Warm Springs Addiction Treatment and Change Program (WATCH), Connections Corrections Program (CCP), Passages Alcohol and Drug Treatment (Passages ADT), Passages Assessment Sanction & Revocation Center (Passages ASRC), NEXUS Correctional Treatment Center (NEXUS), and Elkhorn Treatment Center (Elkhorn).

CSD-Clinical Services Division – The Department’s division that administers health care services for adult and youth offenders.

Department – The Montana Department of Corrections.

Health Care Providers – Licensed health care providers (e.g., physicians, nurses, psychiatrists, dentists, and mental health practitioners), including contracted or fee-for-service providers, responsible for offender health care and treatment.

Health Screening – A process of structured inquiry and observation intended to identify any potential emergency situations and to ensure those offenders with known illnesses and/or on medication are identified for further assessment and continued treatment.

**III. PROCEDURES:**

**A. Intake Health Screenings**

1. Prerelease residents will be given an initial health screening within 14 days of arrival unless a physical examination was conducted and documented at another facility with the previous six (6) months.

The initial screening will include, but is not limited to:

- a. the collection of additional data to complete the medical, dental, and mental health histories;

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- b. a recording of vital signs (i.e., height, weight, pulse, blood pressure, and temperature); and
  - c. a review of current Tuberculosis (TB) testing on record, if available.
2. Prerelease residents will obtain TB testing through available community providers and are responsible for the costs of the testing.
  3. Prerelease residents may obtain the flu vaccine and Hepatitis and/or HIV testing from available community providers and are responsible for the costs of the vaccine.

#### **B. Responsibility of Health Care Providers**

ACCD facility health care providers will:

1. Enter the collected and reviewed data during the health screening in the offender's health record at the time of the screening;
2. If necessary, document any health-related restrictions on an offender's housing, work, or other activities, and communicate these restrictions to the appropriate facility staff;
3. Provide health education and disease prevention information to offenders during screenings.

#### **IV. CLOSING:**

Questions concerning this procedure should be directed to the Facility Administrator or CSD.