I. DIVISION DIRECTIVE:

Adult Community Corrections Division facilities will ensure that health care services provided to offenders are provided by licensed and credential health care providers.

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).

Chief Facility Health Officer – The responsible health authority, health administrator, or nursing supervisor for the facility’s health care services.

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.

Prerelease Facility Contract Manager – The Department’s employee who acts as the liaison for services and monitors the contractual agreements between the Department and prerelease centers: Alpha House PRC, Gallatin County Re-entry Program, Butte PRC, Great Falls Transition Center, Helena PRC, and Missoula PRC.

Treatment Facility Contract Manager – The Department’s employee who acts as the liaison for services and monitors the contractual agreement between the Department and ACCD contract treatment facilities: START, CCP, Passages, Elkhorn, Nexus, and WATCH.

III. PROCEDURES:

A. Treasure State Correctional Training Center (TSCTC)

TSCTC staff will follow the procedures established in CTC Operational Procedure 4.5.4, Health Care Credentialing.
B. Other ACCD Facilities

1. Each facility’s health care providers will:
   a. Submit a copy of current license or appropriate credentials to the facility administrator and chief facility health officer upon hire; and
   b. Maintain current license or credentials and provide verification of renewal to the facility administrator and chief facility health officer.

2. The chief facility health officer will:
   a. Provide verification of current licenses and credentials through the appropriate licensing board;
   b. Maintain verifications in individual personnel files; and
   c. Provide copies of verifications to the appropriate Prerelease Facility or Treatment Facility Contract Manager as requested.

3. CLOSING:

   Questions concerning this procedure should be directed to the Facilities Program Bureau.