



## POLICY DIRECTIVE

Policy:	<b>DOC 4.5.04 HEALTH CARE CREDENTIALING</b>
Effective Date:	08/01/1997 <span style="float: right;">Page 1 of 2</span>
Revision Date(s):	06/01/2024; 04/24/2026
Department Director Signature:	/s/ Eric Strauss
Medical Director Signature:	/s/ Dr. Paul Rees, MD
Health Services Bureau Chief Signature:	/s/ Cynthia McGillis-Hiner, RN, MSN

### I. POLICY

The Department will ensure that each Qualified Health Care Professional is legally eligible to perform their clinical duties. All Department and contracted facility offender health care services are provided by a licensed and Qualified Health Care Professional.

### II. APPLICABILITY

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

### III. DEFINITIONS (see Glossary)

### IV. REQUIREMENTS

#### A. Requirements

1. Each Department and contracted Qualified Health Care Professional and qualified mental health professional providing onsite or telehealth services will:
  - a. submit a copy of current license or appropriate credentials to the facility administrator and designated health and mental health authorities upon hire;
  - b. maintain current license or credentials and provide verification of renewal to the facility administrator and designated health and mental health authorities; and
  - c. immediately report any changes to their credentials to the designated mental health authority.
2. The designated health and mental health authorities will:
  - a. provide verification of current licenses and credentials through the appropriate licensing board, including sanctions or disciplinary actions;
  - b. provide verification for prescribers through the National Practitioner Data Bank (NPDB);
  - c. ensure qualified health and mental health professionals do not perform tasks beyond the scope of their credentials;
  - d. ensure licenses limiting practice to correctional health care only will not be permitted;
  - e. maintain verifications in individual personnel files; and
  - f. provide copies of verifications to the Department's contract monitor in contracted facilities.

**V. CLOSING**

Questions about this policy should be directed to the Health Services Bureau Chief.

**VI. REFERENCES**

- A. *P-C-01; National Commission on Correctional Health Care Standards for Health Services in Prisons, 2018*
- B. *MH-C-01; National Commission on Correctional Health Care Standards for Mental Health Services in Correctional Facilities, 2015*
- C. *Y-C-01; National Commission on Correctional Health Care Standards for Health Services in Juvenile Detention and Confinement Facilities, 2022*
- D. *Montana Department of Labor and Industry Business Standards Division*
- E. *Montana Nurse Practice Act*
- F. *American Medical Association of Montana*
- G. *Board of Medical Examiners*