



POLICY DIRECTIVE

Policy:	DOC 4.5.47 HEALTH TRAINING FOR CUSTODY STAFF
Effective Date:	01/04/2021 Page 1 of 2
Revision Date(s):	04/24/2026
Department Director Signature:	/s/ Eric Strauss, Director
Medical Director Signature:	/s/ Dr. Paul Rees, MD
Health Services Bureau Chief Signature:	/s/ Cynthia McGillis-Hiner, RN, MSN

I. POLICY

The Department will provide health care and mental health training for custody staff to understand their part in early detection of illness and injury and to recognize the need to refer an offender to a qualified health care or mental health professional.

II. APPLICABILITY

All secure care facilities Department-owned and contracted.

III. DEFINITIONS (see Glossary)

IV. REQUIREMENTS

A. General Requirements

1. The responsible health and mental health authorities in cooperation with the facility administrator will establish a health training program for correctional officers.
2. The responsible health authority will approve the health training program.
3. An outline of the approved training, including course content and length, must be kept on file.
4. Custody staff who work with offenders receive health-related training at least every two years.
5. A certificate or other evidence of attendance is kept on-site for each employee.

B. Health Training Program

1. The training program needs to include at minimum the following:
 - a. administration of first aid;
 - b. cardiopulmonary resuscitation including use of an automated external defibrillator;
 - c. acute manifestations of certain chronic illnesses (for example, asthma, seizures, diabetes);
 - d. intoxication and withdrawal;
 - e. adverse reactions to medications;
 - f. signs and symptoms of mental illness;

- g. dental emergencies;
 - h. processes for suicide preventions;
 - i. processes for appropriate referral of offenders with medical, dental, and mental health complaints;
 - j. precautions and processes for infectious and communicable diseases; and
 - k. maintaining patient confidentiality.
2. Custody staff for the juvenile population who are assigned to outside programs are current in CPR, first-aid training, and prevention of heat-related illnesses.

C. Mental Health Training Program

1. All custody staff will receive mental health training annually that includes, at minimum:
 - a. recognizing signs and symptoms of mental illness, substance abuse, and intellectual and developmental disabilities;
 - b. communicating with offenders who exhibit signs of mental illness, substance abuse, and intellectual and developmental disabilities;
 - c. processes for suicide prevention and intervention; and
 - d. processes for appropriate referral of offenders with mental health complaints or suicidal behaviors to mental health staff.
2. Custody staff assigned to intake screening and mental health services, including mental health programs, residential units, and restrictive housing areas, receive additional training from mental health staff in order to fulfill their specific roles.

V. CLOSING

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

VI. REFERENCES

- A. *P-C-04; National Commission on Correctional Health Services in Prisons, 2018*
- B. *MH-C-04; National Commission on Correctional Mental Health Services in Correctional Facilities, 2015*
- C. *Y-C-04; National Commission on Correctional Health Services in Juvenile Detention and Confinement Facilities, 2022*