



**ALLEGHENY COUNTY  
BUREAU OF CORRECTIONS**

**APPLICABILITY: All Authorized Personnel**

**POLICY NUMBER: # 2207**

**EFFECTIVE: 12/8/2015  
REVISED: 7/18/2018  
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**TITLE: Communication on Patients' Health Needs  
NCCHC: J-B-07**

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**POLICY**

It is the policy of the Allegheny County Bureau of Corrections (ACBOC) Health Care Services Department to ensure that effective communication occurs between the facility administration and treating health care professionals regarding the patients' significant health needs that must be considered in classification decisions.

## **PURPOSE**

To preserve the health and safety of the patient, other incarcerated individuals, or staff.

## **PROCEDURAL GUIDELINES**

### **NCCHC/ACA Compliance Indicators:**

NCCHC: **J-B-07:** Communication on Patient's Needs

1. Correctional staff are advised of patients' special needs that may affect:
  - a. Housing
  - b. Work assignments
  - c. Program assignments or selections
  - d. Disciplinary measures
  - e. Transport to and from outside appointments
  - f. Admission to and transfers from facilities
  - g. Clothing or appearance
  - h. Activities of daily living
2. Communication of health needs is documented.

## **PROCEDURAL DETAILS**

1. Health and custody staff should communicate about accommodations for patients with special needs conditions that may include the following:
  - a. Chronic diseases (see F-01 Patients with Chronic Disease and Other Special Needs)
  - b. Dialysis
  - c. Communicable diseases
  - d. Physical disability
  - e. Pregnancy
  - f. Frailty or old age
  - g. Terminal illness
  - h. Mental illness

- i. Suicidal intent
  - j. Developmental disability
  - k. Intellectual disability
  - l. Physical or sexual abuse
  - m. Physical or mental contraindications to restraint or seclusion
  - n. Gender dysphoria, transgender
  - o. Communication on the special needs of adolescents in adult facilities is also essential.
  - p. Special clothing or appearance needs include shaving, hair length, transgender issues, and so forth when the health of the patient would otherwise be adversely affected as determined by the responsible physician.
2. Healthcare staff are required to complete the appropriate classification form and submit it to custody staff. The patient's needs will determine the form to be utilized as outlined below.
  3. Patients' significant health needs are communicated to the classification office electronically utilizing the medical housing classification form in the electronic health record at the time of intake and throughout the patient's incarceration.
  4. The health needs include suicide risk, detox status or any medical conditions that pose a threat to the patient's health and welfare, security, and/or safety.
  5. The classification office is notified of changes in a patient's medical or mental health condition affecting recommendations for housing, program, and work participation.
    - a. Notification occurs via a medical housing classification form.
    - b. A copy of the notification is filed in the patient's electronic health record
    - c. The substance use director communicates via email for patients to be transferred to the substance abuse programs.

6. The classification office is notified of medical or mental health problems that might escalate due to restrictive housing related to disciplinary actions or segregation/isolation.
  - a. Notification occurs via a classification form or segregation clearance forms.
  - b. A copy of the notification is filed in the patient's electronic health record.
7. The custody staff is notified of special needs of patients being transported from the facility.
  - a. Notification occurs via the offsite appointment custody form.
  - b. A copy of the notification is filed in the patient's electronic health record.
8. The classification office is made aware of significant health needs affecting activities of daily living for patients housed in the facility via the medical housing classification form.
9. Intake healthcare staff are required to communicate to the intake sergeant patient needs related to activities of daily living, clothing, or appearance.
10. Healthcare staff are required to document all communication of healthcare needs with custody in the patient's electronic health record.