



CORRECTIONS MEDICINE
Medical Services Policies and Procedures
ACA Standard: 4 ALDF – 7D – 06

Effective: January 1993

Revised: Oct 2014, Apr 2016, Apr 2019

Reviewed: Aug 2001, May 2013, Oct 2014, Jul 2017, May 2018

Policy Number:
CM – 05

- I. **PURPOSE:** To provide written policies and procedures that assures consistency in quality of medical care for patients at the Buzz Westfall Justice Center.

- II. **POLICY:** The Responsible Health Authority develops and maintains policies and procedures for the Corrections Medicine practice. All American Correctional Association standards are addressed in Corrections Medicine’s policies. The Corrections Medicine management team shall review its policies and procedures manual annually. Corrections Medicine policies and procedures shall be issued and/or revised only with the approval of the Chief Medical Officer of the Saint Louis County Department of Health (DPH).

- III. **RESONSIBILITY:** All Corrections Medicine staff and contracted staff are responsible for the content of this policy and procedure as well as adherence to the policy.

- IV. **PROCEDURE:**
 - 1. All new policies shall be developed and revised by the Chief Medical Officer and the Corrections Medicine management team. Policies shall be approved by the Chief Medical Officer. Policies related to medical care will also be approved by the Corrections Medicine Lead Physician. Policies related to staffing and nursing processes may be approved by the Nurse Manager.
 - 2. Copies of new or revised policies will be routed to the appropriate persons in the Department of Justice Services and DPH for review and comment.
 - 3. All policies shall be contained in a manual. There shall be a signed declaration at the beginning of the manual, stating that the entire manual has been reviewed and approved. If changes to specific policies are made in the manual, these changes will be listed as revised, dated and signed by the DPH Chief Medical Officer, Lead Physician, and Nurse Manager.
 - 4. Corrections Medicine staff shall be notified by Corrections Medicine administration of policy changes and training will be offered when new policies are developed, or if there are significant changes in policies and or procedures. All policies shall be available to staff on the Corrections Medicine SharePoint Site.

- V. **REFERENCE:**

National Commission on Correctional Health Care; Standard for Health Services in Jails: 2018; Standard J-A-05