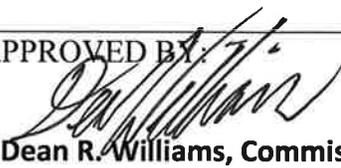


**STATE OF ALASKA
DEPARTMENT OF CORRECTIONS**



POLICIES & PROCEDURES

SECTION: Health And Rehabilitation Services		PAGE: Page 1 of 6
CHAPTER: 807	NUMBER: 807.15	P&P TYPE: Public
TITLE: Health Care Devices		
APPROVED BY:  Dean R. Williams, Commissioner		DATE: 03/21/18
ATTACHMENTS / FORMS: (A.) Health Care Device Contract.		AUTHORITY / REFERENCES: 22 AAC 05.120 AS 33.30.028 22 AAC 05.121 AS 44.28.030 22 AAC 05.155 DOC P&P 807.07 AS 33.05.010 DOC P&P 807.12 AS 33.16.180 DOC P&P 807.19 AS 33.30.011 DOC P&P 807.21 AS 33.30.021 DOC P&P 1208.08 2014 NCCHC Standards For Health Services In Prisons, [P-G-10]. 2014 NCCHC Standards For Health Services In Jails, [J-G-10].

POLICY:

- I. It is the policy of the Department of Corrections (DOC) to provide medically essential prosthetics, orthotics or assistive devices to a prisoner when the lack of such devices would significantly impair the health or daily functioning of the prisoner and prevents the prisoner from participating in or benefiting from rehabilitative services.
- II. It is the policy of the Department to supply medical and dental orthotics, prostheses and other aids to prisoners when the health of the prisoner would otherwise be adversely affected, as determined by the responsible physician, health practitioner or dentist.

APPLICATION:

This policy and procedure will apply to all Department employees and prisoners.

DEFINITIONS:

As used in this policy, the following definitions shall apply:

Activities Of Daily Living (ADLs):

Generally refers to ambulation, bathing, dressing, feeding, and toileting. In the mental health field, guidance in accomplishing these tasks, rather than direct assistance, is sometimes required. In addition, decision making, keeping appointments, and social interactions are common issues encompassed in this term when working with the seriously and persistently mentally ill.

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Durable Medical Equipment:

A health care device that has been prescribed for the prisoner because of a certain medical condition or illness. Permanent devices are items required by a prisoner whose health condition is expected to last longer than six (6) months. Temporary devices are items required by a prisoner for a short term medical condition which is expected to be resolved in less than six (6) months. Durable medical equipment includes but is not limited to:

- CPAP / BiPAP machines.
- Oxygen equipment.
- Breast pumps.
- Wheelchairs.
- Walkers.
- Crutches or canes.

Durable medical equipment remains the property of DOC and does not accompany prisoners when they are transferred to a Community Residential Center (CRC) or released.

Health Care Devices:

Prosthetics, orthotics, assistive devices and durable medical equipment provided to aid the prisoner in daily functioning.

Health Care Staff:

Health care staff includes: licensed physicians; psychiatrists; psychologists; emergency medical technicians; physician assistants; advanced practice registered nurse; registered or practical nurses; dentists; dental assistants; dental hygienists; optometrists; pharmacists; mental health clinicians; clinical social workers; psychological associates; dispensing opticians; physical therapists; and occupational therapist that provide preventive, curative, promotional or rehabilitative health care services.

Medical Advisory Committee (MAC):

- The MAC is comprised of health care personnel to include, at a minimum, the Health Care Administrator, Chief Medical Officer, Chief Nursing Officer, Chief Mental Health Officer, Health Practitioner II(s), Medical Social Worker, and selected collaborating and consulting physicians.
- The MAC shall authorize all non-emergency hospitalizations and surgeries, specialty referrals, complex cases, special studies or treatments, and prisoner health care grievance appeals. (Per DOC P&P 808.03, Prisoner Grievances.)
- The MAC shall review Departmental decisions that deny a prisoner treatment recommended by a consulting physician. (Per DOC P&P 807.02, Access to Health Care Services.)
- The MAC shall review health care policies and procedures, clinical guidelines, medical operating procedures and protocols.

Medical Footwear:

Includes orthotics (i.e. orthotic shoes or shoe lifts), braces and prosthetics prescribed by a health care provider and made specifically to correct or assist with a physical impairment.

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Mobility Device:

An assistive device or durable medical equipment designed to assist with walking or otherwise improve the mobility of people with mobility impairment.

Prosthetic, Orthotic Or Assistive Devices:

A health care device that is designed to replace a missing body part or to compensate for a defective body function including but not limited to:

- Artificial limbs.
- Eyeglasses.
- Contact lenses.
- Dentures.
- Hearing aids.
- Orthopedic or therapeutic shoes.

PROCEDURES:

I. General Procedures:

A. Criteria for Health Care Devices:

Prior to receiving a device the Department shall verify that a prisoner shall remain in custody long enough for the Department to schedule appointments, to make, fit, and adjust the device, and for the prisoner to realize the projected benefits.

B. Authorization for Devices:

1. The health care practitioner and the Regional Physician shall decide if a health care device is medically essential.
2. The Superintendent or designee shall approve health care devices that could affect institutional security before their manufacture or delivery to a prisoner.
3. The Superintendent or designee shall approve ice spikes before they are attached to crutches or canes. The Superintendent also shall approve any hazardous or operationally cumbersome items before they are given to a prisoner.

C. Searches Involving Devices:

Health care staff shall be involved in removing a prisoner's prosthesis if it is necessary for security staff to search it. See DOC P&P 1208.08, Searches Of Prisoners And Institutional Areas.

D. Co-pay for devices:

The prisoner may be required to pay a co-payment and / or contribute to the acquisition cost consistent with DOC P&P 807.07, Prisoner Responsibility For Health Care.

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E. Ownership of Devices:

Any durable medical equipment (DME) provided to a prisoner remains the property of DOC:

1. The prisoner is responsible for the health care devices on loan to them while incarcerated. Any willful or negligent damage, destruction or loss of the equipment may be considered grounds for disciplinary action.
2. Upon release a prisoner is expected to return health care devices to the institution's medical clinic, but shall be allowed to keep prosthetics, orthotics or assistive devices if it is personal in nature (i.e. dentures, prosthetic limbs) and cannot be reused.
 - a. Prisoners are responsible for obtaining their own DME for use after release from DOC custody. This applies to prisoners who are releasing to the community, a Community Residential Center (CRC) or to Electronic Monitoring (EM).
 - b. Nursing, the Institutional Probation Officer (IPO) or medical social worker shall ensure that equipment is available in cases where lack of a DME upon release poses a health or safety risk to the prisoner. Efforts will be made to obtain one for the prisoner or a DOC DME will be provided.
 - c. Failed efforts made to obtain DME for release shall be documented in the health care record.

F. Repair or Replacement of Devices:

Health care devices shall be replaced when necessary due to normal wear or a change in the prisoner's medical condition:

1. DOC shall pay for the repair or replacement of health care devices damaged from normal wear or defects in materials or workmanship.
2. Repair or replacement of a health care device that a prisoner damages by careless handling or willful negligence shall not be provided. In that case, the prisoner shall pay all costs for repair regardless of whether the Department or the prisoner originally purchased the device.
3. The Superintendent shall enforce partial payment or installment payments by the prisoner over an appropriate period of time to repay the Department if a prisoner does not have sufficient funds for the required repair or replacement.

G. Contractual Agreement for Devices:

Prisoners who are issued a DOC health care device shall sign the *Health Care Device Contract* (Attachment A).

II. Dental Prosthetics:

For more details on this subject please refer to DOC P&P 807.12, Dental Scope Of Services.

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III. Eye Glasses / Contact Lenses:

For more details on this subject please refer to DOC P&P 807.19, Optometry Scope Of Services.

IV. Hearing Aids:

For more details on this subject please refer to DOC P&P 807.21, Auditory Scope Of Services.

V. Medical Footwear:

A. Personal Medical Footwear:

1. Prisoners who enter a DOC institution with their own medical footwear shall be allowed to keep them if medically necessary.
2. All medical footwear shall be reviewed by health care staff and approved by security.

B. DOC Prescribed Footwear:

Appropriate medical footwear shall be prescribed for prisoners who meet criteria established by the Chief Medical Officer.

C. The following do not meet the criteria for medically prescribed footwear:

1. Larger or smaller than normally stocked sizes;
2. Narrow or wide feet that require a special shoe size; or
3. Flat feet.

D. Replacement of medically prescribed footwear:

Replacement of footwear shall be made when the footwear is no longer repairable or serviceable and no sooner than one (1) year from the date of issue.

VI. Personal Mobility Devices:

A. Prisoners who enter a DOC institution with a personal mobility device shall be allowed to keep it upon provider confirmation of medical necessity and approval by security.

B. Criteria for Provision:

1. The prisoner's condition shall be assessed periodically, and at least yearly, to determine the continued need for mobility equipment.
2. If continuance of the mobility equipment is necessary, it shall be provided consistent with the recommendation of a provider.

VII. Removal Of Health Care Devices:

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A. Removal When Device is No Longer Needed:

Health Care Devices are considered part of a treatment plan for a specific medical condition and may be discontinued when a change in the prisoner's health occurs. The decision to remove the device shall be made by the medical provider.

B. Removal for Safety / Security Issues:

Security staff may remove devices from prisoners to ensure the safety of persons, the security of the institution or if the device was used in the commission of a crime. The institution's Health Practitioner shall be notified immediately of its removal and shall notify the Health Care Administrator and / or the Chief Medical Officer. The Regional Physician shall be consulted if necessary to approve an alternate device.

C. Removal for Abuse:

Security staff may remove devices from prisoners when the device has been tampered with, altered or intentionally misused. The institution's Health Practitioner shall be notified immediately of its removal and shall notify the Health Care Administrator and / or the Chief Medical Officer. The Regional Physician shall be consulted if necessary to approve an alternate device.

D. Devices that are medically attached to a prisoner may be removed only in the presence of qualified professional.

E. Prisoners shall not be deprived of a device because of the acts of another prisoner.

VIII. Health Care Devices Documentation:

Health care staff shall note the date the prisoner received a health care device. Documentation shall be made in the prisoner's health care record and shall include a receipt and a *Health Care Device Contract* (Attachment A) signed by the prisoner, noting the prisoner's receipt of the item.

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