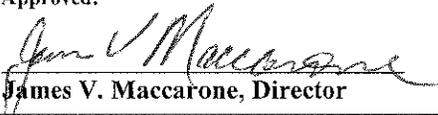


**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES
DIVISION OF YOUTH SERVICES
OAKLEY YOUTH DEVELOPMENT CENTER**

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|---|---|-------------------------|
| Subject: Health Care Services and Responsible Health Authority | | Policy Number: 2 |
| Number of Pages: 4 | | Section: XI |
| Attachments | Related Standards & References | |
| None | ACA Juvenile Healthcare Performance Based Standards 2009: 4-JCF-4C-34 | |
| Effective Date: 06/09/06 Revised Date: 03/01/07, 04/22/08, 06/26/09, 05/01/11, 11/01/13 Review Date: 11/1/14, 11/12/15 | Approved:  James V. Maccarone, Director | |

I. POLICY

It is the policy of the Mississippi Department of Human Services, Division of Youth Services, that standard guidelines are established for the delivery of comprehensive health care services by qualified health care personnel to all youth confined to the facility.

The Division of Youth Services shall employ a Director of Medical Services as the Health Authority. The Health Authority is responsible for developing the division's medical policies that direct, and guide related procedures for youth within the facility (4-JCF-4C-34). The division's medical policies shall:

- Define the division's scope of health care services and provide a framework for the delivery of quality care by health care personnel at the facility;
- Provide guidelines for the development of systems for quality review and statistical data collection essential to the planning and evaluation of facility's youth health care services;
- Promote a system-wide, comprehensive approach to health care services; and
- Provide guidelines and initial standardized requirements of the individual healthcare record in order to facilitate the efficient and accurate exchange of information as needed.

The division's medical policies and procedures shall cover but not be limited to the following:

- Health Care Personnel Qualifications
- Medical Facility, Equipment and Supplies
- Health Records and Confidentiality

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- Authorization to Treat and Consent
- Medical Notification of Injury, Illness or Death
- Access to Health Care
- Admission Health Screening
- Health Care Appraisals and Examinations
- Medical Treatment Plans
- Youth participation in Medical Research
- Medical Consultation and Hospitalization
- Pharmaceutical Management
- Health Education, Prevention, and Specialized Health Programs
- Emergency Response and Health Services
- Communicable Disease Management and Exposure Control Plan
- Quality Assurance

The facility shall employ a Director of Medical Services, an individual, with the responsibility for ongoing health care services.

The Director of Medical Services is responsible for making decisions about the deployment of health resources and the day-to-day operations of the facility’s medical clinic.

Final clinical judgments at the facility rest with the Physician. (4-JCF-4C-36)

II. DEFINITIONS

As used in this policy and procedure, the following definitions apply:

Health Care Personnel- an individual whose primary duty is to provide health services to youths in keeping with their respective levels of education, training, and experience. The individual shall be licensed in the State of Mississippi without restriction to practice nursing, medicine, dentistry, or psychiatry.

Director of Medical Services- an individual employed by the MDHS, who is responsible for the provision of health care services at the facility.

Health Authority – an individual employed by the MDHS, who is responsible to establish, direct, monitor, and review health services in order to protect the health and well being of youth within the facility.

III. PROCEDURE

A. The Division Health Authority is the Director of Medical Services.

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The Director of Medical Services shall develop policies and procedures for the medical department

Medical policies and procedures shall be revised as needed to ensure that each policy and procedure in the health care delivery system is sufficient to provide care that meets current accepted standards. When revised these policies and procedures are submitted for training of the medical department staff. Training will be accomplished via self study module. (4-JCF-4C-34)

The Director of Medical Services shall collaborate with the Facility Administrator as needed to assist in responding both to medical and facility emergencies.

The Director of Medical Services shall when needed, assist in the appropriate classification of youths with special medical needs and assist in the placement of these youths to relevant specialty units.

The Director of Medical Services shall at least annually identify the type of health care personnel needed for the medical clinic to provide health services. (4-JCF-4C-35)

The Director of Medical Services meets with Facility Administrator as needed, to submit any problems or issues pertaining to the health care delivery system and the health environment. (4-JCF-4C-37)

B. The facility medical department staff consists of the following health care personnel positions:

- Registered Nurse(s)
- Licensed Practical Nurse(s)
- Certified Medical Assistant(s)

Medical, dental and psychiatric coverage is provided by contract services with a Physician and/or Nurse Practitioner, Dentist and Psychiatrist.

C. The responsibility of the Director of Medical Services includes, but is not limited to:

Ensuring the defined scope of health care services is put into practice in accordance with the facility's mission and function. (4-JCF-4C-34)

Implementing healthcare programs and establishing systems for the coordination of care between multi-disciplinary healthcare personnel.

Developing mechanisms, including written agreements, when necessary, to assure that the scope of services is provided and properly monitored. (4-JCF-4C-34)

Reporting any condition that poses a danger to staff or youth health and/or safety to the facility administrator/designee. (4-JCF-4C-41)

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Providing orientation to new health care personnel and ongoing training for staff development.

Completing weekly and monthly reports and submitting to the facility administrator. Refer to policy XI.39, Quality Assurance Monitoring and Reporting, and attached Health Care Service Statistical Data Report Form XI.39.C. These reports shall minimally address: (4-JCF-4C-38)

- Statistical data indicating the use of health services by category of care, operative procedures, referrals to specialists, medication usage, laboratory and x-ray tests completed, off-site medical transport, hospital admissions, ambulance services, serious injuries, illnesses, suicide attempts or deaths, and others if requested.

Attending the facility department head meetings.

D. The Director of Medical Services shall revise this policy as necessary.