

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

Subject: Medical Notification of Designated Individuals		Policy Number: 12
Number of Pages: 2		Section: XI
Attachments None	Related Standards & References ACA Juvenile Health Care Performance Based Standards 2009: 4-JCF-4C-42, 4-JCF-4C-43	
Effective Date: 06/09/06 Revision Date: 05/01/07, 04/22/08, 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 prompt notification is provided to a youth's parent, guardian, responsible agency, or the legal custodian in case of serious illness, surgery, major incident resulting in injury that requires medical care or treatment outside the facility, or death. (4-JCF-4C-42, 4-JCF-4C-43)

II. DEFINITIONS

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

None

III. PROCEDURE

A. Whenever a youth becomes seriously ill, is injured and requires medical care or treatment outside the facility, or requires surgery, the Facility Administrator/designee shall promptly notify the youth's parent, guardian, responsible agency, or legal custodian. (4-JCF-4C-42) The Facility Administrator/designee is responsible for notifying the DYS Director.

1. The Facility Administrator/designee shall refer all questions of a medical nature that the parent, guardian, or custodian may have to the Director of Medical Services/designee.
2. The nurse shall document in the youth's health record, Interdisciplinary Progress Notes XI.8.A, any conversation with the youth's parent, guardian, responsible agency, or legal custodian.

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3. If telephone notification unsuccessful; the youth's counselor shall be notified to assist with the efforts to notify the youths parent, guardian, responsible agency, or legal custodian.
- B. When significant medical treatment is refused by the youth; the parent, guardian, custodian of the youth is notified by telephone. The Administrator/designee shall receive verbal notification of the refusal from the Director of Medical Services/designee
1. Documentation of the nurse's telephone conversation with the youth's parent, guardian, responsible agency, or legal custodian is noted in the youth's health record, Interdisciplinary Progress Notes XI.8.A.
 2. If telephone notification unsuccessful; the youth's counselor shall be notified to assist with the efforts to notify the youth's parent, guardian, custodian.
- C. In the event a youth dies while in the custody of DYS, the Facility Administrator/ Director of Institutions, DYS Division Director shall ensure that the parent, guardian, responsible agency, or legal custodian is notified promptly, as soon as reasonably possible.
(4-JCF-4C-42)
- D. The Director of Medical Services shall revise this policy as necessary.