

OREGON DEPARTMENT OF CORRECTIONS
Operations Division
Health Services Section Policy and Procedure #P-E-10

SUBJECT: PATIENT ESCORT

POLICY: Inmates in need of non-emergent health care both on and off-site, will be provided unimpeded access. Communication between health services and security staff is essential to ensure inmates are transported in a safe and timely manner. Inmates in need of emergency health care and/or transport will be cared for in accordance with the policy and procedure on Emergency Services (P-E-08).

REFERENCE: NCCHC Standard P-E-10

PROCEDURE:

A. In-house movement/transportation:

1. All inmate injuries and illnesses are reported to health services by the supervising correctional staff.
2. If the inmate's ability to walk to the Health Services area is compromised, the mode of transportation will be determined by the health services staff based on the nature of the complaint.
3. Wheelchairs and stretchers are strategically located throughout the institution to be used for inmate transportation. (See attachments to Policy & Procedure P-A-07, Emergency Response Plan.)
4. Scheduled appointments are scheduled in the automated scheduling system.

B. Off-site and inter-institutional medical referrals/transportation:

1. All off-site medical referrals are made by Health Services staff and entered in the automated scheduling system. This information is then sent to the local DOC Transport Unit.
2. Facility staff are notified of the impending referrals via telephone, electronically or the envelope containing the medical referral form to outside facilities.
3. Medical information provided to security transport staff will be limited to only that which is necessary to ensure the protection and safety of the inmate and staff.
4. If indicated, special arrangements will be made to ensure continuity of care by providing written instructions, medications, and/or supplies.
5. All missed medical appointments will be recorded in the inmate's health care record and the automated scheduling system is updated. Missed appointments will be investigated by the Health Services Manager or designee. Upon completion of the investigation, appropriate follow-up and corrective action will be taken.

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6. Any identified patterns of unmet scheduled medical appointments will be addressed in the quarterly narrative report to the Health Services Medical Director.

C. Inter-institution movement/transportation:

1. Prior to inter-institution transfers, health services staff will review each inmate's health care record and review the automated health status system to ensure appropriateness of the transfer.
2. If regular Oregon Department of Corrections transportation might cause deterioration to the inmate's health, transport staff and the Health Services Manager, or designee, are to be notified. Upon review of the situation, appropriate transportation will be coordinated by transport staff with approval from the Health Services Manager, or designee.
3. Medical information provided to transport staff will be limited to only that which is necessary to ensure the protection and safety of the inmate and staff.
4. If indicated, special arrangements will be made to ensure continuity of care by providing written instructions, medications and/or supplies.

Effective Date: _____

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