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		HEALTH PERSONNEL MANAGEMENT	

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SUMMARY of REVISION/REVIEW

Annual review completed with no changes.
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APPROVED:



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 Deputy Director, Health Services



 Scott R. Frakes, Director
 Nebraska Department of Correctional Services

	<p style="text-align: center;">ADMINISTRATIVE REGULATION</p> <p style="text-align: center;">Department of Correctional Services State of Nebraska</p>	<p style="text-align: center;">NUMBER</p> <p style="text-align: center;">115.02</p>	<p style="text-align: center;">Page 2 of 3</p>
		<p>HEALTH PERSONNEL MANAGEMENT</p>	

PURPOSE

To protect the health of inmates within the Nebraska Department of Correctional Services (NDCS) by ensuring health care providers are properly licensed, trained and/or supervised.

GENERAL

It is the policy of NDCS that all health care professionals comply with applicable federal, state and/or local licensure and/or certification requirements; that standing and direct orders be adhered to as appropriate; and that appropriate supervision and limitations govern the use of students, interns, health trained staff and inmate assistance. This policy applies to all institutions, unless specified differently.

If the facility provides health care services, they are provided by qualified health care personnel whose duties and responsibilities are governed by written job descriptions that are on-file in the facility and are approved by the health authority. If offenders are treated at the facility by health care personnel other than a licensed provider, the care is provided pursuant to written standing or direct orders by personnel authorized by law to give such orders.

PROCEDURES

I. QUALIFICATIONS

Appropriate state and federal licensure, certification or registration requirements and restrictions shall apply to personnel who provide health care services to inmates. The duties and responsibilities of such personnel are governed by written job descriptions approved by the NDCS health authority. Verification of current credentials and job descriptions are on file in the facility and consists of copies of credentials or a letter confirming credential status from the State licensing or certification body.

II. STAFFING

The facility uses a staffing analysis to determine the essential positions needed to perform the health services mission and provide the defined scope of services. A staffing plan is developed and implemented from this analysis. There is an annual review by the Health Authority to determine if the number and type of staff is adequate.

III. ADMINISTRATION of TREATMENT

All treatment by health care personnel other than a physician, dentist, psychologist, optometrist, podiatrist, or other independent provider shall be performed pursuant to written standing or direct orders by personnel authorized by law to give such orders. Nurse practitioners and physician's assistants may practice within the limits of applicable laws and regulations.

IV. STUDENTS and INTERNS

Any students, interns, or residents delivering health care in the facility, as part of a formal training program, work under staff supervision, commensurate with their level of training. There is a written agreement between the facility and training, or educational facility that covers the scope of work, length of agreement, and any legal or liability issues. Students or interns agree in writing to abide by all facility policies, including those relating to the security and confidentiality of information.

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V. HEALTH TRAINED STAFF

When institutions do not have full-time, qualified health-trained personnel, a health-trained staff member coordinates the health delivery services in the institution under the joint supervision of the responsible NDCS health authority and warden.

VI. INMATE ASSISTANTS/VOLUNTEERS

If volunteers or assistants are used in the delivery of health care, there is a documented system for selection, training, staff supervision, facility orientation, and a definition of tasks, responsibilities, and authority that is approved by the health authority. Volunteers may only perform duties consistent with their credentials and training. Volunteers agree in writing to abide by all facility policies, including those relating to the security and confidentiality of information.

Unless prohibited by state law, inmates (under staff supervision) may perform familial duties commensurate with their level of training. These duties may include the following:

- A. Peer support and education;
- B. Hospice activities;
- C. Assisting impaired inmates on a one-on-one basis with activities of daily living; and/or
- D. Serving as a suicide companion or buddy if qualified through a formal program that is part of a suicide prevention plan

Inmates shall not be used for the following duties:

- A. Performing direct patient care services, unless trained and certified to provide such services.
- B. Scheduling health care appointments.
- C. Determining access of other inmates to health care services.
- D. Handling or having access to surgical instruments, syringes needles, medications, or health records.
- E. Operating diagnostic or therapeutic equipment.

REFERENCES

- I. ATTACHMENTS - None.
- II. AMERICAN CORRECTIONAL ASSOCIATION (ACA) STANDARDS
 - A. Standards for Adult Correctional Institutions (ACI) (4th edition): 4-4382, 4-4383, 4-4384, 4-4391, 4-4392, 4-4393, 4-4412
 - B. Performance Based Standards for Adult Community Residential Services (ACRS) (4th edition): 4-ACRS-4C-17 4-ACRS-4C-18