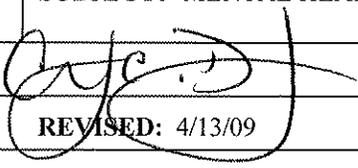


<b>POLICY OF</b> <b>STATE OF DELAWARE</b> <b>DEPARTMENT OF CORRECTION</b>	<b>POLICY NUMBER</b> A-04.3	<b>PAGE NUMBER</b> 1 of 1
	<b>RELATED NCCHC/ACA STANDARDS:</b> P-A-04/4-4408, 4-4409 (ESSENTIAL)	
<b>CHAPTER: 11 BUREAU OF CORRECTIONAL HEALTHCARE SERVICES</b>	<b>SUBJECT: MENTAL HEALTH SERVICES REPORTS</b>	
<b>APPROVED BY THE COMMISSIONER:</b>		
<b>EFFECTIVE DATE: 11/14/07</b>	<b>REVISED: 4/13/09</b>	
<b>APPROVED FOR PUBLIC RELEASE</b>		

- I. AUTHORITY: Bureau of Correctional Healthcare Services
- II. PURPOSE: To define documentation required from mental health staff to indicate level of services provided.
- III. APPLICABILITY: All Department of Correction employees and vendor staff, offenders, and any outside healthcare provider servicing DOC offenders.
- IV. DEFINITIONS: See glossary.
- V. POLICY:
  - I. Mental health staff will compile service statistics on a monthly basis and submit the following information to the Health Services Administrator:
    - a. Number of offender contacts by any qualified Mental Health Professionals
    - b. Number of offender contacts by Staff Psychiatrist
    - c. Other statistical information mutually agreed upon or required, i.e. special programs, medications, suicide watches, seclusion, forced medications, transfers, etc.

References:

National Commission on Correctional Health Care: Standards for Health Services in Prisons, 2008, P-A-04 American Correctional Association: Standards for Adult Correctional Institutions, 4th Edition, 2008 Supplement. 4-4409