

<b>POLICY OF STATE OF DELAWARE DEPARTMENT OF CORRECTION</b>	<b>POLICY NUMBER</b> C-03	<b>TOTAL PAGES</b> 2
	<b>RELATED NCCHC / ACA STANDARDS:</b> NCCHC: P-C-03, J-C-03, MH-C-03, O-C-03 ACA: 5-ACI-1D-14, 5-ACI-6B-08, 5-ACI-6B-13	
<b>CHAPTER:</b> 11 BUREAU OF HEALTHCARE, SUBSTANCE ABUSE, AND MENTAL HEALTH SERVICES	<b>SUBJECT: Professional Development</b>	
<b>APPROVED BY THE BUREAU CHIEF:</b> Deputy Chief, Michael Records (signature on file with BHSAMH)		
<b>APPROVED BY THE COMMISSIONER AND EFFECTIVE THIS DATE</b> Commissioner Monroe B. Hudson Jr. July 25, 2021 (signature on file with BHSAMH)		
<b>APPROVED FOR PUBLIC RELEASE</b>		

- I. AUTHORITY:** 11 *Del. C.* §6536 Medical Care
- II. PURPOSE:** To ensure that all qualified healthcare professionals maintain current clinical knowledge and skills appropriate for their position through an annual training program and by maintaining a current license for their profession.
- III. APPLICABILITY:** All Delaware Department of Correction (DDOC) employees and Contract Provider staff, offenders, and any outside healthcare provider servicing DDOC offenders.
- IV. DEFINITIONS:** See Glossary
- V. SUMMARY OF CHANGES:** This policy was updated to require specific training hours and training topics for behavioral health staff. It also requires all healthcare staff to obtain at least four (4) hours of training related to opioid treatment annually. All healthcare staff are also required to have an annually updated professional development plan on file.
- VI. POLICY:**
  - A. It is the policy of the DDOC that all qualified healthcare professionals maintain current clinical knowledge and skills appropriate for their position through an annual training program. This is accomplished in the following manner:
    - 1. All licensed healthcare staff maintain their license and complete the required number of continuing education (CE) credits required for their specific license.
      - a. All healthcare staff shall complete continuing education that focuses on topics related to the type of treatment they deliver.
    - 2. All behavioral health staff must complete a minimum of 12 hours of professional education or staff development in clinical skills annually. An example of topics to be covered include:
      - a. Mental health needs of offender population (special needs)
      - b. Behavior management techniques
      - c. Mental health issues with female population
      - d. Aging/palliative care

POLICY C-03 PROFESSIONAL DEVELOPMENT

- e. Trauma-informed care
  - f. Confidentiality of mental health record
  - g. Suicide/self-injury prevention
  - h. Signs and symptoms of mental illness, substance abuse/relapse and neurocognitive disorders/neurodevelopmental disabilities
  - i. Assessment and diagnosis of mental disorders
  - j. Crisis intervention
3. All healthcare staff shall receive a minimum of four (4) hours of continuing education related to opioid treatment annually.
  4. All healthcare staff receive annual training on the appropriate use of an opioid reversal medication such as naloxone.
  5. All healthcare staff working in a DDOC facility must complete DDOC mandated training in accordance with the DDOC's Annual Training Plan.
  6. The site health services administrator, or designee, documents compliance with CE requirements including a list of courses, dates, and number of hours for each employee.
  7. The RHA maintains a list of the state's CE requirements for each category of licensure of all licensed healthcare professionals.
  8. All healthcare staff who have patient contact are current in cardiopulmonary resuscitation (CPR).
    - a. The CPR certification must be a Basic Life Support (BLS) Provider CPR/AED training course from a nationally accredited training program.
- B. Continuing Education (CE) may include staff development experiences, instruction given by a member of the health staff or guest lecturer, attendance at programs offered by the facility or in the community by universities, hospitals, or other healthcare professionals, or participation in programs such as the National Commission on Correctional Health Care (NCCCHC) conferences, where formal CE credits are offered. While self-study guides or reviews of internet resources may be a part of a facility's ongoing CE program, they cannot constitute the whole program.
1. All training and CE opportunities provided by the facility or contracted provider must be reviewed and approved by the Bureau Chief of the Bureau of Healthcare, Substance Abuse, and Mental Health Services (BHSAMH), or their designee.
- C. All healthcare staff have a documented professional development plan that is reviewed at least annually.
- D. Staff who work in a facility that houses juvenile offenders must complete a topic on the special health needs of adolescents.
- E. Facilities should encourage healthcare staff to obtain and maintain Certified Correctional Health Professional (CCHP) certification to enhance knowledge of current correctional healthcare practices and emerging trends in correctional healthcare.
- F. The Contracted Medical Provider shall develop within 30 days of the effective date of this policy, a site-specific procedure for each Level 4 and Level 5 facility implementing this policy and coordinating the procedure with the BHSAMH.