

ALAMEDA COUNTY SHERIFF'S OFFICE DETENTION AND CORRECTIONS POLICY AND PROCEDURE	NUMBER: 13.03	PAGES: 1 of 3
	RELATED ORDERS: ACA 4-ALDF-4C-03, 4C-20 MJS 1206, 1207, 1208, 1211, 1215	
	ISSUED DATE: July 1, 1989	
	REVIEW DATE: December 10, 2015	
	REVISION DATE: September 22, 2011	
CHAPTER: Medical and Health Care Services	SUBJECT: Sick, Dental and Pill Call	

PURPOSE: To set forth policy and procedure for conducting sick, dental and pill call.

POLICY: Sick call (screening rounds, nursing examination, and physician referrals) will be conducted Monday through Friday in the housing units. The nurse will prepare a sick call list from Medical Request Forms, referrals from swing and midnight shifts, ITR, and routine medical follow-up exams.

PROCEDURE:

A. INMATE REQUEST FOR HEALTH CARE:

1. Inmates will use a "Medical Request Form" to access the medical health care system. The inmate may be charged \$3.00 for each health care visit. The procedures to implement are as follows:
 - a. The inmate will request a Medical Request Form from a deputy in his/her housing location.
 - b. The inmate will complete the Medical Request Form and either give it to an employee of the contracted medical provider or deposit it directly into a sick call box located in the dayroom of each housing unit. In the Administrative Segregation housing units, the technician will make the announcement during evening pill call (1900-2000 hours) that the pill call nurse is in the pod area and will pick up sick call slips. Deputies are not to handle completed sick call slips unless requested to do so by the inmate and it is necessary to ensure the welfare of the inmate, as they are deemed confidential per NCCHC regulations.
 - c. The nursing staff will collect the Medical Request Forms. They will sort and prioritize the requests and schedule appointments for the following day on the "Sick Call Appointment List." Medical Request Forms turned in after the nurse has collected them will not be picked up until the next day.

- d. The Medical Request Forms will be available daily from the housing unit deputy who will keep a supply on hand in each deputy's office.
 - 1) The housing unit nurse shall keep an adequate supply of Medical Request Forms on hand in each unit.
 - 2) When Medical Request Forms are requested by housing unit staff assigned to that location, the housing unit nurse shall supply the additional forms.
- B. SICK CALL: The housing units will be notified by 0800 hours, Monday through Friday, of all medical appointments scheduled for that day.
1. The main sick call will be conducted in each housing unit in compliance with the housing unit schedule of activities.
 - a. Housing unit deputies will provide security for the medical staff conducting sick call. They will move inmates from the pods/dorms to the housing units' sick call offices.
 - b. Syringes, needles, and controlled substances will be stored in the locked closet/cabinet in the sick call offices. This door is not to be propped open, left unlocked, or left unattended by medical staff.
 2. Inmates requiring dental care, x-rays, special health care or special treatments that cannot be done in the housing unit sick call office, will be referred to the main clinic.
 - a. The housing unit staff will pull the inmates scheduled for main clinic appointments at the appropriate times and have them staged in the multi-purpose rooms. Only inmates whose names are on the list will be pulled for the main clinic, unless it is a medical emergency.
 - b. If a deputy believes that an emergency exists, he/she can call the on-duty supervisor at the clinic to make arrangements for the inmate to be seen.
 - c. Clinic security deputies are primarily responsible for moving inmates to and from the clinic and the security of clinic staff while inmates are being seen. Security movement deputies will assist in the movement as needed.
- C. DENTAL SERVICES:
1. Newly admitted inmates shall receive a dental screening within 14 days of admission. This dental examination shall be included within the medical screening conducted by the jail medical staff.
 2. Priority appointments will be given to inmates with emergency conditions requiring

immediate evaluative treatment.

3. Inmates requesting dental services shall use a Medical Request Form to make a dental appointment.
4. Each housing unit will post a designated dental schedule.
5. Dental treatment is provided according to a system of priorities, when in the dentist's judgment, the inmate's health would be adversely affected that inmate shall be given priority.
6. Treatment for dental problems that existed prior to the inmate's incarceration shall not always be considered necessary once the inmate is incarcerated.
7. If the dentist determines that a request for dental prostheses is not medically necessary, and that the inmate's health would not be adversely affected, services will not be provided by the facilities.

D. PILL CALL:

1. Dispensed medications are to be taken immediately, and in front of health services personnel, after they have confirmed the inmate's identity.
2. Inmates will be allowed to carry one dose of certain prescribed medications such as nitroglycerine for heart conditions or inhalers for chronic asthma.
3. Psychotropic medications are prescribed only when clinically indicated, as one facet of a therapy program; they will not be used as a means of chemical restraint.
4. Pill call will be conducted in accordance with the master event schedule (10.01).
5. Administrative Segregation inmates shall remain locked in their cells until pill call has concluded within their pod.