

ALAMEDA COUNTY SHERIFF'S OFFICE DETENTION AND CORRECTIONS POLICY AND PROCEDURE	NUMBER: 13.09	PAGES: 1 of 1
	RELATED ORDERS: ACA 4-ALDF-4C-22, 4D-27	
	ISSUED DATE: July 1, 1989	
	REVIEW DATE: December 10, 2015	
	REVISION DATE: September 22, 2011	
CHAPTER: Medical and Health Care Services	SUBJECT: Hospital Runs/Delivery of Discharge Orders to Medical Staff	

- I. **PURPOSE:** To describe the procedure for delivering a physician's "discharge order" to Detention and Corrections medical staff following treatment of an inmate at any hospital.

- II. **POLICY:** The Alameda County Detention and Corrections facilities recognize that an inmate's proper care necessitates the need to forward, in a timely manner, follow-up treatment instructions (discharge orders) issued by a treating physician, to the medical staff upon an inmate's return to the jails, after receiving treatment elsewhere.

- III. **PROCEDURE:** Frequently, it is necessary for inmates to be treated at an outside hospital while they are in custody. In addition, sometimes we receive inmates who have been treated at a hospital prior to being booked into the jail. The treating physicians at those hospitals complete "discharge orders" that accompany the inmate to the jail when his/her treatment at the hospital is completed. The "discharge orders" contain further treatment or follow-up instructions, which may need to be acted upon right away. The following procedures will be in effect regarding the handling of "discharge orders."
 - A. Any deputy, who returns an inmate to the Glenn E. Dyer Detention Facility or the Santa Rita Jail following an inmate's treatment at a hospital, shall hand-deliver "discharge orders" to the medical staff immediately upon returning to the jail.

 - B. If the medical staff cannot be located, the Watch Commander will be informed and will take steps to ensure the medical staff is informed of the inmate's return.

 - C. Any deputy who receives a newly booked inmate, who has been treated at a hospital, shall immediately hand-deliver the "discharge orders" to the medical staff.