

 <p>ARIZONA DEPARTMENT OF CORRECTIONS</p> <p>DEPARTMENT ORDER MANUAL</p>	<p>CHAPTER: 100</p> <p>AGENCY ADMINISTRATION/ MANAGEMENT</p>	<p>OPR:</p> <p>HS</p>
	<p>DEPARTMENT ORDER: 117</p> <p><i>HEALTH SERVICES - AUTHORITY AND COMMUNICATION</i></p>	<p>SUPERSEDES:</p> <p>DO 117 (03/23/01)</p> <p>EFFECTIVE DATE:</p> <p>MAY 21, 2009</p>

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## PURPOSE

This Department Order establishes the Division Director for Program Services as the overall authority for providing health services to inmates, as delegated by the Director. The Department Order further provides for regular communications and meetings between the Facility Health Administrator and Wardens.

## PROCEDURES

### 117.01 HEALTH SERVICES AUTHORITY

- 1.1 Each institutional health unit shall be managed by a Facility Health Administrator, who shall be responsible for the administrative oversight of inmate patient care, including diagnosis; care and treatment; prevention and education in the areas of physical, mental, dental, and environmental health, as well as clinical dietetics and nutrition. The Facility Health Administrator shall also be responsible for coordinating with institutional management.
- 1.2 When an institution does not normally have a Facility Health Administrator on-site, a senior member of the health staff shall be selected by the appropriate Facility Health Administrator to serve as the person responsible for supervisory issues. The staff member shall report to, and be supervised by the responsible Facility Health Administrator.
- 1.3 There shall be a Clinical Director of the Alhambra Reception and Treatment Center who shall be responsible for mental health services in that institution, and who shall report to the Facility Health Administrator.

### 117.02 HEALTH SERVICES/INSTITUTIONAL COMMUNICATION

- 1.1 The Facility Health Administrator or designee shall:
  - 1.1.1 Be a part of the regular executive staff of the institution, and shall meet with the institution Warden and other members of the institution executive staff at regularly scheduled intervals as outlined in Department Order #112, Department Meetings.
  - 1.1.2 Meet once a week with the institution Warden to discuss all matters relevant to providing health care to the assigned complex, to include security needs and transportation schedules.
  - 1.1.3 Immediately report to the Warden any health condition that poses a significant danger to the health and safety of staff or inmates.
- 1.2 The Warden shall receive copies of all routine statistical reports compiled by the Health Unit as part of the Health Management Information System.

## IMPLEMENTATION

The Division Director for Program Services shall develop a Technical Manual(s) that are in compliance with the National Commission on Correctional Health Care standards and addresses medical administrative and management issues unique to Health Services.

{Original Signature on File}

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Charles L. Ryan  
Director