


**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES
DIVISION OF YOUTH SERVICES
JUVENILE INSTITUTIONS**

Subject: Medical Consultation and Hospitalization		Policy Number: 25
Number of Pages: 4		Section: XI
<p style="text-align: center; margin: 0;">Attachments</p> <p>Medical Department Off-Campus Log XI.25.A Medical Consultation Form XI.25.B Medical Transportation Instruction Form XI.25.C</p>	<p style="text-align: center; margin: 0;">Related Standards & References</p> <p>ACA Juvenile Health Care Performance Based Standards: 4-JCF-4C-07, 4-JCF-4C-13, 4-JCF-4C-14, 4-JCF-4C-21</p>	
<p>Effective Date: 06/09/06 Revision Date: 05/01/2007, 7/01/07, 04/25/08, 05/01/11</p>		<p>Approved: </p>

I. POLICY

It is the policy of the Mississippi Department of Human Services, Division of Youth Services, that youth who need health care beyond the resources available in the facility, as determined by the responsible physician or other health care practitioner licensed pursuant to federal and state law, shall be transported under appropriate security provision to a facility where such care shall be provided.

When the facility physician or dentist makes a referral for necessary procedures this decision will not be overruled by administrative personnel however elective procedures will be granted by the Facility Administrator/Director of Institutions in consultation with the Division of Youth Services Director after careful review of the recommendations made by the physician or dentist.

A written list of referral sources, including emergency and routine care shall be available to staff and reviewed/updated annually. If necessary, a written agreement shall be entered into between the Facility Administrator and a nearby hospital for all inpatient and outpatient medical services, including detoxification from alcohol and other drugs, which cannot be provided within the facility. (4-JCF-4C-07, 4-JCF-4C-13)

Infirmatory, chronic, and convalescent care, and medical preventive maintenance shall be provided to youths of the facility when medically indicated. (4-JCF-4C-21)

II. DEFINITIONS

As used in this policy and procedure, the following definitions apply:

Chronic care - a medical service offered to a youth over a long period of time.

Convalescent care - medical service rendered to a youth to assist in recovery from illness or injury.

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Detoxification - a medically supervised procedure designed to relieve the symptoms of alcohol or other drug withdrawal.

Inpatient hospital services - health care services, which are provided to a youth following admission to a hospital for an overnight stay or a longer period of time.

Outpatient hospital services - health care services, which are provided to a youth at a hospital that does not involve overnight hospitalization including emergency and/or urgent care.

Medical preventive maintenance - health education and medical services provided to take advance measures against disease and instruction in self-care for chronic conditions.

III. PROCEDURE

- A. MDYS facilities shall use area hospitals, which have been accredited by the Joint Commission on Accreditation of Healthcare Organization, when youths need health care beyond the resources available in the facility. (4-JCF-4C-07)
- B. When a youth has been identified by a physician as being in need of detoxification from alcohol and other drugs, the youth shall be referred to a nearby hospital. The detoxification shall be performed under strict medical supervision. (4-JCF-4C-13)
 1. Hospitalization for detoxification shall be made by a written physician order.
 2. The Health Services Supervisor or designated nurse shall complete the arrangements for hospitalization.
 3. The Health Services Supervisor and Administrator shall be notified of any hospitalizations. The Health Services Coordinator shall be notified as soon as reasonably possible.
- C. Community Medical Appointment Referral and Hospitalization: (4-JCF-4C-07) The Health Services Supervisor shall develop a list of resource physicians. This listing is posted within the clinical setting and is reviewed and updated annually.
 1. The facility Physician shall initiate any consultation with a written order for all out-side referrals. The order is written on the Doctor's Order Form XI.14.A.
 2. The Health Services Supervisor/designee shall schedule medical appointments.
 - a. Appointments shall be recorded on the Medical Department Off-Campus Log Form XI.25.A.
 - b. For security reasons, the date, time and location of the appointments shall not be communicated to the youth, parent, or guardian unless approved by the Facility Administrator.

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- c. The Authorization for Medical and Surgical Procedures and Authorization to Release Medical Information Form shall also be completed by the nurse, signed by the Administrator or designee, and sent with the youth to their scheduled appointment. Refer to MDYS Policy XI.11, Consent and Authorization to Treat.
- 3. The Health Services Supervisor/designee shall complete the Consultation Form XI.25.B, which contains sufficient health information to allow for a complete evaluation by the community physician.
 - a. The consulting physician shall provide to the facility sufficient information pertinent to physical findings, diagnostic test data, clinical impression, treatment recommendations, and a plan of care.
 - b. When a youth returns from an outside consult visit, the nurse shall review the Consultation Form XI.25.B, signing their name, the date and the time received.
 - c. Recommendations by consultants for youth seen for emergency care shall be initiated per the consultant's orders, however, the facility Physician in consultation with the consultant, can choose an alternative treatment.
 - d. The facility Physician shall review, sign and date the Consultation Form XI.25.B, on their next facility visit.
- D. When there is reason to conduct a manual or instrument inspection of a body cavity, for facility security or suspected contraband, authorization by the Facility Administrator or designee in consultation with the Facility's Physician shall be required. (4-JCF-4C-62)
 - 1. An X-Ray shall be ordered by the physician if the evidence of need is there. (4-JCF-4C-62)
 - a. If the facility physician is on campus at the time of the request he/she may decide to forego the emergency room and perform the cavity inspection.
 - b. If the student is sent to the emergency room for X-Ray , inform the emergency room staff when report is called and write on the consult form that if a foreign object/s, item/s and/or substance if found removal is requested to be performed at the time of the consultation if possible.
 - i. Request that a copy of the X-Ray be returned to campus with the student.
 - ii. Request that foreign object/s, item/s and or substance removed be transferred to the possession of DYS personnel.
 - 2. This process will be followed from admission to release.

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- E. A medical or dental referral that is a necessary procedure will not be overruled by administrative personnel. However if the referral is for an elective or non-necessary (elective-cosmetic) procedure approval will be granted at the discretion of the Division Direction after reviewing the Elective Procedure and Surgical Review Form XI.11.B
- F. When a youth is in need of hospitalization and/or outside medical appointments, a Juvenile Care Worker (JCW) and/or Security Officer shall accompany and supervise the youth at all times. Refer to Division policy on Transportation of Youth (4-JCF-4C-14). Medically sensitive conditions are addressed prior to transport with the JCW and Security Officer by nursing. The nurse shall complete the Medical Transportation Instruction Form XI.25.C. This form shall be provided to the Officer prior to any youth transport.
- G. The parent, guardian, or the legal custodian of the youth shall be notified of all hospitalizations and urgent hospital related services. Refer to DYS Policy XI.12, Notification of Designated Individuals.
- H. The Health Services Coordinator shall revise this policy as necessary.