

**SAN DIEGO COUNTY SHERIFF'S DEPARTMENT  
COURT SERVICES BUREAU  
POLICIES AND PROCEDURES MANUAL**

DATE	DISSEMINATION	CATEGORY	NUMBER
June 17, 2009	BUREAU-WIDE	COURT HOLDING	E.8
SUBJECT: HEALTH CARE SERVICES - TITLE 15 COMPLIANCE			PAGE 1 of 3

Purpose:

To establish a Court Services Bureau (CSB) procedure to ensure health care services are provided to all inmates in CSB custody. This section shall ensure compliance with Minimum Standards for Local Detention Facilities, Title 15, Division 1, Chapter 1, Subchapter 4, Article 11, Section 1200, the Health Insurance Portability and Accounting Act (HIPAA), and Federal and State laws covering the release of medical information.

Policy:

The health of inmates in the care and custody of CSB personnel is paramount. There shall be no delay in securing emergency medical attention for any inmate. Professional staff members are to alert sworn staff immediately in the event of an inmate's medical emergency. Sworn Staff are responsible for initiating medical attention when needed. Routine medical matters will be communicated to the inmate's assigned detention facility.

Deputies shall not release health information to any individual with the exception of sworn law enforcement personnel (City, County, State or Federal) for the purpose of a lawful investigation, or health care operations or treatment.

Procedure:

- I. Sworn Staff are responsible for investigating medical complaints of inmates.
  - A. Professional staff shall immediately alert sworn staff to all medical complaints.
  - B. Only Sworn Staff shall have personal interaction with inmates during the investigation of medical complaints.
  - C. Sworn Staff should not discuss an inmate's medical or mental condition in front of other inmates. Refer to Detentions P&P M.2 for additional information about medical record confidentiality.

**IDENTIFYING WHAT IS MEDICAL INFORMATION**

The term "medical information" is not capable of precise definition.

Generally, the term "medical information" refers to information concerning a

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person's internal or external body conditions that would be known only to the person, or to a medical professional treating that person. If there is a question as to whether certain information constitutes "medical information", bureau members should err on the side of nondisclosure, and forward the request to Detentions Medical Services Division.

Refer to Detentions P&P M.2 for additional information about medical record confidentiality.

**II. Emergency medical complaints.**

- A. Sworn Staff shall investigate any emergency medical complaint immediately.
- B. Staff shall notify the local fire department/paramedics by dialing 911. When possible, the deputy should provide the inmates name, age, sex, and observable symptoms.
- C. Sworn Staff shall be notified to respond to the medical emergency. Sworn Staff will attempt to stabilize the inmate prior to the arrival of paramedics.
- D. Sworn Staff are responsible for providing first aid and/or basic life support according to the standards set forth by the American Red Cross and/or American Heart Association.
- E. If an inmate has a medical emergency, proper security measures shall be taken to ensure the safety of deputies, court staff, public and paramedics.
- F. Sworn Staff will administer the Automatic Electronic Defibrillator (AED) as required. In the event the AED is activated, the AED Incident Report Form (San Diego Project Heartbeat) will be completed and sent through the proper chain.
- G. A CSB sergeant shall be notified whenever emergency medical attention is requested for an inmate, who is currently in the custody of CSB staff.

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**III. Inmates with minor injuries.**

- A. Inmates who need medical intervention may be transported via department vehicle to a detention facility where 24 hour nursing care is available after calling that facility's nurses' station and obtaining authorization. (Detention facility nurses do not respond to Court Facilities.).

This may include:

1. Sprains and strains.
  2. Patients in need of suturing when there is not a MD at the closest facility.
  3. San Diego County Psychiatric Hospital (SDCPH) Emergency Psychiatric Unit (EPU) referrals.
  4. Missed Medications
- B. Sworn staff shall write an Inmate Status Report (ISR) regarding the circumstance of the injury.

**IV. Non-emergency medical complaints.**

- A. Sworn Staff will ensure the inmate is familiar with the sick call sign-up procedure (Detentions Policy and Procedure M.15).
- B. If the complaint is in regards to a dental problem, deputies will ensure the inmate is aware of the dental call sign-up procedure (Detentions Policy and Procedure M.17)
- C. If CSB personnel receive a complaint from family or friends of inmates regarding their health care while in custody, CSB personnel shall refer the person to the detention facility where the inmate is housed.