

CORRECTIONAL MANAGED HEALTH CARE POLICY MANUAL	Effective Date: 1/4/2012	NUMBER: A-08.8
	Replaces: 9/24/2008	
	Formulated: 4/02 Reviewed: 07/16	Page 1 of 2
MEDICAL PASSES		

PURPOSE: To provide guidelines for medical “passes” issued to offenders to meet short or long term medical needs.

POLICY: A healthcare provider may issue a medical “pass” to any offender with medical needs which cannot be met without the special accommodation(s) outlined in the pass. Such passes are to be based *strictly* on medical need and should not alter or interfere with security operations except as absolutely necessary for the patient’s health and safety.

PROCESS:

- I. Each offender will undergo medical and mental health assessments by trained health services personnel during the intake process and appropriate limitations/restrictions will be assigned and entered on the Health Summary for Classification (HSM-18) screen. Offenders with medical needs not adequately met by HSM-18 restrictions may be issued a medical “pass” authorizing special accommodation(s). The pass must contain the following information:
 - A. Offender’s name
 - B. Offender’s TDCJ number
 - C. Date pass issued
 - D. Items to be allowed or type of accommodation to be made
 - E. Duration of pass
 - F. Name and title of healthcare person authorizing pass
 - G. Signature of healthcare provider (or designee) authorizing pass

- II. Only physicians, dentists, psychiatrists, mid-level practitioner, and clinical pharmacists may authorize a pass for longer than three (3) days. Licensed nurses may authorize passes for up to three (3) days.

- III. Appropriate medical record documentation will accompany all decisions to issue or discontinue a medical pass. Pertinent findings (both positive and negative) to support pass decision(s) will be documented in the medical record.

- IV. If a medical pass is to be issued which alters or interferes with routine security operations, the accommodation should be given in a manner that causes the least interference but still meets the medical need. Any pass that is to be issued which results in the inability to restrain an offender in the usual manner must be approved by the facility Medical Director in consultation with the facility Warden or his designee. The Medical Director will have the final authority. Examples are “no handcuff pass”, “must be handcuffed alone”, or “front handcuff only”.

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- V. A medical pass log will be kept on every facility and updated as passes are issued or discontinued prior to expiration date. Each unit with less than 24 hour medical staff coverage will develop a process to ensure the necessary information regarding medical passes will be conveyed to security.
- VI. Medical passes will be issued only by facility based staff. Recommendations by a consulting specialist will be reviewed by the facility medical staff and issued if approved.
- VII. Upon arrival at a new facility, an offender's passes will expire as indicated on the pass or automatically thirty (30) days after arrival to the facility, whichever is shorter. Offenders will be provided verbal and written notification during the facility orientation that if they wish a pass to be continued, it is their responsibility to submit a sick call request for evaluation and/or renewal of the pass. Requests for pass renewal will be referred to the appropriate healthcare provider (physician, mid-level practitioner, dentist, psychiatrist, or clinical pharmacist). Pass renewal or discontinuation may be accomplished by chart review alone or in conjunction with physical examination of the offender. If an offender contests a decision made by chart review alone, the offender may request a physical examination.
- VIII. Recognizing that an offender's condition may change and/or opinions may differ among healthcare professionals, an offender's pass(es) may be renewed or discontinued at the discretion of a physician, dentist, psychiatrist, mid-level practitioner, or clinical pharmacist. The offender will be notified (either verbally or in writing) if a pass is discontinued prior to expiration. The offender will be asked to voluntarily relinquish the pass. Notification of the offender and the attempt to retrieve the pass will be documented in the medical record. The "pass" log will be updated to reflect the change in status of the medical pass.
- IX. The final authority as to whether a pass is medically necessary will be the facility Medical Director or Psychiatrist (as appropriate) at the offender's current facility of assignment. Higher level (Regional/Senior Medical Director) intervention will occur only on a case-by-case basis in unusual or extraordinary situations.