

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Executive Medical Management Committee

Policy Number: 507.01.09

Effective Date: 5/31/2023

Page Number: 1 of 4

Authority:
Commissioner

Originating Division:
Health Services Division
(Physical Health)

Access Listing:
Level I: All Access

I. Introduction and Summary:

The Georgia Department of Corrections Executive Medical Management Committee advises the GDC Assistant Commissioner of Health Services on the status of the provision of health care services. This Committee also provides oversight to the Georgia Department of Corrections (GDC) contracted vendors. This procedure is applicable to all facilities that house state offenders, excluding private and county prisons.

II. Authority: None.

III. Definitions:

Executive Medical Management Committee (EMMC) - The Committee, comprised of members both from GDC and the contract vendors, will be responsible for reviewing clinical and administrative matters such as appropriateness of care, community standards, pharmaceuticals, CQI, medical quality, service utilization, budgetary performance, managed care, mortality review, and all related clinical and administrative issues deemed appropriate. The Committee will be responsible for advising both GDC and contract vendors administration on all areas of performance under the GDC/contracted vendors model for health care delivery.

IV. Statement of Policy and Applicable Procedures:

Organization and Composition of the Committee:

- A. The Committee will function under the direction of the Assistant Commissioner of the Office of Health Services.
- B. All members from GDC will be invited to serve by the Assistant Commissioner of Health Services who will request recommendations from Committee members. The Committee will be multi-disciplinary and may include licensed physicians, nurses, pharmacists, or physician assistants, as well as administrators and support staff.

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- C. The Chair may appoint members to various subcommittees. The subcommittees may act in an advisory capacity to the other committee members. Other members of the Executive Medical Management Committee will be as follows:
1. For GDC:
 - a. Director, Health Services.
 - b. GDC Statewide Medical Director.
 - c. GDC Statewide Dental Director; and
 - d. GDC Statewide Mental Health Director.
 2. For Contracted Vendors: The appointed members will be determined by each specified contracted vendor (i.e., Medical, Pharmacy, Dental, Mental Health).
- D. The committee members advise the Chair serving on behalf of GDC. The Chair, in turn, advises the GDC Commissioner on the status of the Committee objectives.
- E. The Executive Medical Management Committee will meet monthly unless directed otherwise by the Chair.
- F. The minutes from the Executive Medical Management Committee will be distributed to Committee members and other persons in the GDC as determined by the Chair. Periodically, Committee reports on certain activities will be generated by the Committee and distributed as determined by the Chair.
- G. The Executive Medical Management Committee is responsible for the following:
1. Development and periodic review of health care delivery under the GDC/Contract vendor model. This will include but not be limited to quality of care issues, appropriateness of care, community standards, service utilization, managed care, contract compliance, budgetary performance, utilization management, continuous quality improvement, operational issues surrounding

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the managed care network, oversight of the Pharmacy and Therapeutics and the Continuous Quality Improvement Committee activities, study of mortality review reports, and other administrative and clinical issues impacting on operations deemed appropriate for consideration by GDC or contract vendors.

2. Provision of a forum for the discussion of clinical issues, operational issues, and problems during the performance of medical services by GDC and contract vendor employees with the aim of providing an effective means for the resolution of these issues.
3. Collection, study, and interpretation of medical service delivery information, market data, statistics, costs, and impact on operations with the intent to advise GDC and contract vendors administration respectively in these matters.

V. **Attachments:** None.

VI. **Record Retention of Forms Relevant to this Policy:** None.