

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Offender Orientation for Access to Health Services

Policy Number: 507.04.20

Effective Date: 2/2/2022

Page Number: 1 of 2

Authority:
Commissioner

Originating Division:
Office of Health Services
(Physical Health)

Access Listing:
Level II: Required Offender
Access

I. Introduction and Summary:

Upon arrival, offenders will be oriented regarding access to health services by facility personnel. This policy is applicable to all facilities that house Georgia Department of Corrections (GDC) offenders including county and private prisons.

II. Authority:

- A. GDC Standard Operating Procedures (SOPs): 507.04.19 Receiving Screening and 507.04.25 Health Screening Offender Transfers;
- B. NCCHC 2018 Adult Standard: P-E-01; and
- C. ACA Standards: 5-ACI-6A-01, 5-ACI-6A-02, 5-ACI-5A-04, 5-ACI-5A-05, 4-ACRS-4C-01, 4-ACRS-3A-04, 4-ACRS-3A-05, 4-ALDF-2A-27, 4-ALDF-4C-01 and 4-ALDF-4C-02.

III. Definitions: None.

IV. Statement of Policy and Applicable Procedures:

- A. On the day of arrival at a diagnostic center or permanent facility, each offender will be provided written material orienting them to procedures for accessing health services followed by a verbal/video orientation within 72 hours. The offender's signature on the health services orientation acknowledgement serves as the offender's acknowledgment of being provided orientation to health services. At any time, an offender refuses to sign this acknowledgment, refusal will be documented on a refusal form and signed by two staff members witnessing the refusal. The orientation will include the following:
 - 1. Medical Diagnostics and Diagnostic Intake screening (diagnostic centers only);
 - 2. Sick call;

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3. Medication administration;
4. Chronic care clinics;
5. Infirmary care;
6. Urgent and Emergent care;
7. HIV, Hepatitis, other STDs, and TB education;
8. Offender health care concerns procedures;
9. Co-pay for medical services and medications; and
10. GDC Summary of Healthcare Benefits.

B. Orientation materials will be developed for offenders with special needs such as hearing, vision impairments, and language barriers in collaboration with the Statewide ADA Coordinator.

V. **Attachments:** None.

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