



GENERAL ORDER

Loudoun County Sheriff's Office

Chapter: Correctional Services	Section: 507.3
Subject: Support Services	Topic: Mental Health Services
Accreditation: 6VAC15-40-1010	
Enacted: 12/01/2007	Revised: 04/16/2008
Last Review:	Reaffirmed:
	Review:

I. PURPOSE

The purpose of this General Order is to provide directives for the referral of inmates requiring mental health services while in the custody of the Adult Detention Center.

II. POLICY

It shall be the policy of the Corrections/Court Services Division to provide contractual mental health services through Loudoun County Department of Mental Health. Professionally licensed counselors will evaluate, facilitate programs and/or refer all psychiatrically disturbed inmates, who by virtue of their mental illness are unable to appropriately function within the Adult Detention Center, for mental health care. The Adult Detention Center shall make staff, space, equipment, and supplies available for the treatment, and/or referral of inmates with mental disorders requiring care.

III. PROCEDURE

A. Mental Health Services

1. The Division Commander will retain the delivery of mental health services and programs to inmates. Such services and programs will include the following:
 - a. Provisions for mental health care to all inmates with emphasis on identification of needs while in the committal and pre-release process.
 - b. Provision for diagnosis and treatment of voluntary patients.
 - c. Provision for involuntary diagnostic and treatment services with appropriate safeguards against abuse.
 - d. Priorities for the use of limited resources and plans for improving existing programs or initiating new programs.
 - e. Criteria for referring of services within the county and to other agencies.
 - f. An annual review and evaluation of mental health services.

- g. All departmental staff will notify the Division Commander, through the chain of command, when this procedure and/or professional standards are not being met.

B. Referrals and Services

- 1. Staff may refer an inmate to the facility's mental health services or the inmate may submit a request for such services through the Medical Section.
- 2. The on-site mental health personnel will provide mental health services and any arrangements for outpatient services will be provided as needed.
- 3. The mental health clinicians will maintain agreements through Mental Health/Mental Retardation to transfer mentally ill or mentally deficient inmates to other facilities for treatment.

C. Mental Health Screenings

- 1. When an inmate is initially committed or transferred for incarceration, a comprehensive mental health evaluation may be conducted by on-site Mental Health/Mental Retardation personnel upon staff recommendation or inmate request.
- 2. The evaluation must include at least the following:
 - a. Review of mental health screening and appraisal data.
 - b. Collection and review of additional data from staff observation.
 - c. Individual diagnostic interviews and tests assessing intellect and coping abilities.
 - d. Compilation of individual's mental health history.
 - e. Development and overall treatment/management plan with referrals.

D. Records

- 1. The respective on-site mental health personnel will maintain records for each inmate seen by Loudoun County Mental Health/Mental Retardation department.
- 2. The on-site personnel will make contact with the designated Mental Health/Mental Retardation department to secure reports, schedule hearings, and to process an inmate's discharge.
- 3. Any report needed for hearings conducted in a courtroom setting, or other such proceeding will be prepared by Mental Health/Mental Retardation.

E. Programs

1. The On-site Mental Health personnel will:

- a. Provide and conduct organized programs of therapeutic activities in accordance with the interests, abilities, and personal and custodial needs of the inmate.

IV. DOC STANDARD #

6VAC15-40-1010: Mental Health Inmates

Written policy, procedure and practice shall specify the handling of mental health inmates to include an agreement to utilize mental health services from either a private party contractor or the community service board.

Compliance Documentation:

- Review written policy and procedures
- Review written agreement/contract
- Review inmate records (if applicable)
- Interview staff

This General Order becomes effective April 16, 2008, and rescinds all previous rules and regulations pertaining to the subject.