

# State of Iowa Department of Correction

## Policy and Procedures

Policy Number: HSP-105

Applicability: Institutions

Policy Code: Public Access

Iowa Code Reference: N/A

Chapter 6: HEALTH SERVICES

Sub Chapter: EDUCATION

Related DOC Policies: N/A

Administrative Code Reference: N/A

Subject: PROFESSIONAL LIBRARY SERVICES

ACA Standards: 5-ACI-1D-06, 5-ACI-1D-07, 5-ACI-7E-04

Responsibility: Dr. Michael Riley

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Authority:

### 1. PURPOSE

To outline professional resources/references available to the health services unit.

### 2. POLICY

Promote first-rate patient health services by providing sufficient and current professional references for IDOC health staff.

### 3. DEFINITIONS - See IDOC Policy AD-GA-16 for Definitions.

### 4. PROCEDURES

Professional library services are an essential component of a complete patient health services program. Minimal on-site professional resources/references for each prison health services unit include, but are not limited to:

1. Nursing Drug Handbook – renewed every two years.
2. Manual of Obstetrics (all facilities providing health services for women) – renewed every two years.
3. Simplified Diet Manual by Iowa Dietetic Association – current edition.
4. Current Nursing Reference Manual

5. Psychiatric Resources – current edition of the Diagnostic and Statistical Manual of Mental Disorders and Correctional Mental Health Manual.
6. Appropriate Family Practice/Orthopedic/Internal Medicine resources for licensed medical practitioners.
7. Current Tabers Cyclopedic Medical Dictionary
8. Current Physiology and Anatomy books with pictures for educational purposes with patients.
9. All medical/psychological staff be allowed access to the use of the Internet for medical resources and patient information guides.

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Replaces: HSP-702

Originated: Sept. 1991. Revised: Sept. 2004, June 2005, May 2008, March 2009, Nov. 2011, April 2013, June 2014, July 2015. Reviewed: Aug. 2016. Revised: Aug. 2017, July 2020. Reviewed: Nov. 2023.