

State of Iowa Department of Corrections Policy and Procedures

Policy Number: HSP-618

Applicability: DOC

Chapter 6: Health Services

Sub Chapter: Acute/Specialty Services

Related DOC Policies: IO-SE-03

Administrative Code Reference: N/A

Subject: Health and Safety

ACA Standards: 5-ACI-5D-01, 5-ACI-7A-07

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Effective Date: March 2021

Authority:

1. PURPOSE

To promote health and safety programs which ensure a safe and healthy environment for all affected personnel and patients within the Iowa Department of Corrections (IDOC).

2. POLICY

It is the policy of the Iowa Department of Corrections to ensure health services participates in institutional and departmental health and safety programs.

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

4. PROCEDURES

- A. Each institutional Health and Safety Committee must include the Nursing Director or designee.
- B. The *Accident Report form, HSF-618J*, is to be used for documenting health information pertaining to all patient accidents. Part 1 of form **HSF-618J** is to be completed by a DOC staff member that the accident is witnessed by or reported to.

- C. Health Services will receive the accident report, assess the patient and a nursing encounter is completed into ICON Medical as Accident Work Related or Accident Non-Work Related.
- D. The Accident report will be scanned into the patient's EMR and the original forwarded to the facility Safety Officer.
- E. Annually, each facility shall consult with health services staff on different engineering control, new equipment options, etc., and this shall be documented in Health Services meetings that also include dental staff.