

State of Iowa Department of Corrections

Policy and Procedures

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Applicability: DOC

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Chapter 6: Health Services

Sub Chapter: Mental Health

Related DOC Policies: HSP-501, PRE-01, PREA-02, PREA-03, IS-RO-01

Subject: IDOC Mental Health Admissions

PREA Standards: N/A

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Authority:

1. PURPOSE

To ensure a proper procedure for screening and identifying patients admitted to the Iowa Department of Corrections (IDOC) with serious mental health needs, including those related to developmental disability and/or addictions.

2. POLICY

It is the policy to identify and assess all patients with mental health needs upon admission to the IDOC.

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B. Modified Mini Screen (MMS)

- C. New Intake Psychology Encounter
- D. Referral for Mental Health Evaluation
- E. Substance Abuse Screening and Assessment
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3. DEFINITIONS

- A. Nursing Assessment – A review of mental health history and symptoms upon admission to the system.
- B. *Modified Mini Screen (MMS) Form HSF-770B* – A screening tool that assesses past and current mental health symptoms which is used to determine the need for further mental health services.
- C. Electronic Medical Record (EMR) – Means used by the IDOC to document patients' health care, streamline clinical workflow and exchange clinical data with all providers within the IDOC.
- D. A Psychological Mental Health Intake consists of a series of questions, oral and written, utilized by Psychology to assess the mental health needs of new admits to Iowa's Prison System. Areas assessed include past or present psychiatric medications, former diagnoses, trauma, psychiatric hospitalizations, suicide attempts, self-injury, and substance abuse. Questionnaires assessing the following are distributed at the point of Intake. Psychology staff review responses along with results from the MMS and arrange follow-up with Psychology or Psychiatry as indicated.
- E. Mental Health Evaluation – A comprehensive evaluation by a mental health professional, usually performed at the request of the Parole Board.
- F. Mental Health Professionals – Qualified health care professionals who by virtue of their education, credentials and experience are permitted to care for the mental health needs of patients. These include psychologists, nurses, social workers, and mental health counselors.

G. Mental Health Care Providers – Qualified health care professionals who by virtue of their education, credentials and experience are permitted by law to prescribe medication. These include physicians, physician assistants and nurse practitioners.

H. See IDOC Policy **AD-GA-16** for additional Definitions.

4. PROCEDURE

A. Nursing Assessment

Nursing will conduct a health history interview and mental health screening per IDOC policy **HSP-501**, *Initial Health Screening and Appraisal* in the electronic medical record.

B. Modified Mini Screen (MMS)

1. A *Modified Mini Screen Form* **HSF-770B**, shall be completed by the patient upon admission to the IDOC (IMCC, ICIW, NCF-PRH individuals). Final review of this document shall be completed by a staff psychologist or other qualified mental health professional. The results shall be entered into the electronic medical record.
2. Upon review of the MMS, the following questions are identified as red-flag criterion and these will be reviewed by psychology within seven (7) days:
 - a. Any score of 10 or greater
 - b. Anyone who answers "Yes" to question #4
3. A mental health professional will complete an encounter in the EMR referencing an MMS screen that meets identified red-flag criterion.
4. The Modified Mini Assessment is confidential between the patient and qualified medical/mental health staff. Patients (i.e. clerks,

aides, orderlies) shall not be involved in the process of collecting this information.

C. New Intake Psychology Encounter

1. Within 14 days of admission to the IDOC, a New Intake Psychology Encounter shall be completed by a qualified mental health care professional and entered into the electronic medical record. Information from the *Mental Health Appraisal (HSF-770A)* that is completed by the patient upon intake will be included into the New Intake Psychology Encounter. The following items represent red flag criterion requiring further evaluation:

- a. Three or more past psychiatric hospitalizations
- b. Currently taking psychiatric medications
- c. Current special needs diagnosis of:
 - 1) Schizophrenia and other psychotic disorders
 - 2) Bipolar disorders
 - 3) Major Depressive disorders
 - 4) Dementia and other organic brain disorders
 - 5) Borderline Personality Disorder
 - 6) Intellectually and Developmentally Delayed/Disabled and their disorders

D. Referral for Mental Health Evaluation

A referral to a mental health professional may be made by any staff member based upon changes in a patient's mood, behavior or functioning for a mental health evaluation. Referrals can also be made as a result of assessments, screenings, appraisals, or on an emergency basis.

E. Substance Abuse Screening and Assessment

1. All patients who enter the IDOC will have a substance abuse screen completed during the nursing intake assessment.
2. If a substance abuse assessment is completed, the results will be entered into ICON.

F. PREA Screening

All patients will be screened upon admission to the IDOC at IMCC, ICIW, NCF-PRH individuals upon intake for any prior sexual victimization and abuse via **IS-RO-01 F-2**, *SVP Intake Screening Tool*, by the intake officer. This form shall be forwarded to the staff psychologist to review and schedule follow up appointment with the individual for sexual violence if indicated. The psychologist shall then forward the signed form to the facility's record administrator to be scanned into ICON.