I. **PURPOSE**

To ensure the availability of personal hygiene and health-related items for the patients who are housed, institutionally, by the Iowa Department of Corrections (IDOC) institutions.

II. **POLICY**

It is the policy of the IDOC to be responsive to patient health needs through the availability of PT/HS Committee specified personal hygiene and health-related items for direct commissary or special order purchase.

III. **DEFINITIONS** - See IDOC Policy **AD-GA-16** for Definitions.

IV. **PROCEDURES**

A. Items meeting one or more of the following criteria, and that would not be classified as contraband under Department of Corrections or institutional
policies, may be approved by the PT/HS Committee for availability to patients through direct commissary or special order purchase:

1. Items whose regular use prevents the development or recurrence of generally self-limiting or minor health conditions, i.e. acne, dandruff, constipation.

2. Items for elective symptomatic treatment of minor health conditions, i.e. common cold, headache.

3. Items required for proper care and use of certain medical devices or prostheses including contact lenses, hearing aids and dentures.

B. Ordering Health Care Items from Commissary

1. Patients shall be encouraged to take more initiative and responsibility for their own health care by purchasing some items through the commissary.

2. Patients may access these health-related items independent of a Health Services encounter by using the commissary ordering procedures.

3. Health Services staff may also specifically recommend that the patient purchase health-related items; any such recommendations shall be documented in an ICON Medical encounter.

4. In specific cases where an item routinely obtained through the commissary is not available due to order delays or manufacturer's shortages, some items available through Health Services may be dispensed to an patient in a quantity sufficient to last until the routine commissary supply is available. This dispensing shall only be done after confirming that the item in question is unavailable and that the patient has attempted to purchase the item on his own.

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