

 <p style="text-align: center;"><b>DIVISION OF ADULT INSTITUTIONS</b></p> <p style="text-align: center;"><b>POLICY AND PROCEDURES</b></p>	<b>DAI Policy #:</b> 500.10.17	<b>Page</b> 1 of 6
	<b>Original Effective Date:</b> 01/15/03	<b>New Effective Date:</b> 04/08/24
	<b>Supersedes:</b> 500.10.17	<b>Dated:</b> 11/28/22
	<b>Administrator's Approval:</b> Sarah Cooper, Administrator – 03/08/24	
<b>Required Posting or Restricted:</b>		
<input checked="" type="checkbox"/> <b>PIOC</b> <input checked="" type="checkbox"/> <b>All Staff</b> <input type="checkbox"/> <b>Restricted</b>		
<b>Chapter:</b> 500 Health Services		
<b>Subject:</b> Diagnostic-Rehabilitation Services On-Site		
<b>Guidance Document:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>		

**POLICY**

The Division of Adult Institutions shall ensure the facility provides the necessary on-site diagnostic services for PIOC care.

**REFERENCES**

Standards for Health Care in Prisons – National Commission on Correctional Health Care 2018 P-D-04 – On-Site - Diagnostic Services  
Wisconsin Statutes s. 252.15 – Restriction on use of an HIV test  
Wisconsin Statutes s. 302.38 – Medical Care of Prisoner  
Wisconsin Statutes s. 302.385 – Correctional Health Care  
Wisconsin Statutes s. 302.386 – Medical and Dental Services for Prisoners and Forensic Patients  
Wisconsin Statutes 895.4801 - Immunity for Health Care Providers during COVID-19 Emergency

**DEFINITIONS, ACRONYMS AND FORMS**

Advanced Care Provider (ACP) – Provider with prescriptive authority

BHS – Bureau of Health Services

CLIA – Clinical Laboratory Improvement Amendment

Diagnostic Services – Include biomedical and imaging services and results used to make clinical judgments. These diagnostic services may be provided by reference laboratories, hospital radiology and laboratory departments, public health agencies or correctional facilities.

DOC – Department of Corrections

HCR – Health Care Record

HSU – Health Services Unit

PIOC – Persons in Our Care

PCR – Polymerase chain reaction

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WSLH – Wisconsin State Lab of Hygiene

## **PROCEDURES**

- I. Contractual agreements with qualified laboratory, diagnostic and consultant services shall be arranged through the BHS Contract Specialist to facilitate cost-effective diagnostic services.**
  - A. The Health Services Manager/NC4 Center System shall maintain documentation that on-site diagnostic services are performed according to CLIA guidance.
  - B. The current list for procurement may be obtained from VendorNet at <https://vendornet.wi.gov>.
  - C. Facilities shall utilize the contracted vendor for specific services, unless the service is not available in the area or an emergency exists.
  - D. Exceptionally, WSLH shall be utilized for the following laboratory services:
    1. HIV – Diagnostic panel.
    2. Hepatitis B – Diagnostic panel.
    3. VDRL – Venereal Disease Research Laboratory.
    4. NAAT – Chlamydia testing.
    5. NAAT – Gonorrhea testing.
    6. PAP – Papanicolaou smears.
  - E. Each HSU shall have resources from the WSLH and the current laboratory contact, which include instructions on collection, storage and delivery of specimens.
  - F. To ensure accuracy when diagnostic services are provided on-site, facilities shall have a procedure manual defining each service, including protocols for the calibration of testing devices.
  - G. Facilities shall have multiple-test dipstick urinalysis, finger stick blood glucose tests, peak flow meters, stool blood-testing material and in facilities housing women, pregnancy test kits.
  - H. HSU staff shall:
    1. Provide preparation instructions for diagnostic testing.
    2. Follow proper technique for collection and processing of specimens.
    3. Package specimens appropriately for delivery.
    4. Ensure proper temperature control for holding of specimens
  - I. Diagnostic imaging (except Dental) shall be interpreted by a radiologist per contracted service.

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- J. Rehabilitation services, physical therapy, occupational therapy and speech therapy shall be arranged by the HSM at each facility as necessary.
- K. PIOC's shall be transported off-site for diagnostic/rehabilitation services if services cannot be provided on-site or an emergency exists.

**II. BHS Central Office Program Support Supervisor shall maintain a CLIA certificate for Provider-Performed Microscopy (PPM) procedures in order to perform on-site laboratory tests.**

- A. The BHS Medical Director determines the CLIA waived tests HSU staff are authorized to perform on-site.
- B. Additional CLIA waived testing shall not be added without approval of the BHS Medical Director.
- C. CLIA waived and tests performed on-site by HSU staff may include:
  - 1. Multiple-test dipstick urinalysis.
  - 2. Finger-stick blood glucose testing.
  - 3. Peak flow meter testing.
  - 4. Rapid Quick Strep.
  - 5. Rapid Influenza.
  - 6. Respiratory Syncytial Virus.
  - 7. Hemocult Stool testing.
  - 8. Pregnancy Testing.
  - 9. Slides with cover-slips and a microscope.
  - 10. COVID 19 Antigen point of care test.
- D. The HSM/Center System NC4 is responsible for ensuring competencies of staff who perform CLIA-waived tests.
- E. The facility shall ensure preventative maintenance calibration and maintenance of equipment necessary for CLIA-waived tests.

**III. Test Results**

- A. All facilities shall develop a system to ensure all diagnostic test results are reviewed by an ACP when they are received by the facility.
  - 1. All test results shall be reviewed and acknowledged in the HCR health record by an ACP in a timely manner.
  - 2. The ACP shall determine appropriate follow-up.
- B. Facilities shall review HCR when receiving a PIOC in transfer to ensure results of tests completed shortly before transfer have been processed.
  - 1. PIOC's may request a copy of their test results.
  - 2. Copies shall not be provided until they have been reviewed by an ACP.

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- C. The procedure for notifying PIOC's of test results shall be determined by each facility.
- D. HIV positive results shall be given in person.
- E. HIV negative results may be given in person or by written correspondence.

**IV. On-Site Diagnostic Radiology Services Responsibility**

- A. The on-site contracted vendor shall:
  - 1. Provide certification and/or licenses to BHS.
  - 2. Test and calibrate imaging devices, x-ray and ultrasound, at least once a year and as needed to assure accuracy and safety.
  - 3. Ensure contractor owned equipment is licensed and meets applicable state and/or federal law.
  - 4. Monitor levels of radiologic exposure through dosimeters.
  - 5. Make medical x-ray images available on the website for the radiologist for interpretation.
  - 6. Monitor quality of images and interpretations from radiologist.
  - 7. Provide availability of all x-ray and ultrasound images and the interpretations for ACP review within the HCR.
- B. Diagnostic equipment shall be inspected annually by Biomedical Services.
- C. The contracted vendor shall be responsible for ensuring contracted vendor staff are certified or licensed to provide the service.

## DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

<b>Facility:</b> Name		
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<b>Chapter:</b> 500 Health Services		
<b>Subject:</b> Diagnostic-Rehabilitation Services On-Site		
<b>Will Implement</b> <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation		
<b>Warden's/Center Superintendent's Approval:</b>		

### REFERENCES

### DEFINITIONS, ACRONYMS AND FORMS

### FACILITY PROCEDURE

I.

- A.
  - 1.
    - a.
- B.
- C.

II.

- A.
- B.
- C.

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