

 <div style="text-align: center;"> DIVISION OF ADULT INSTITUTIONS POLICY AND PROCEDURES </div>	DAI Policy #: 500.10.28	Page 1 of 3
	Original Effective Date: 10/31/11	New Effective Date: 12/09/24
	Supersedes: 500.10.28	Dated: 08/17/23
	Administrator's Approval: Sarah Cooper, Administrator – 11/08/24	
	Required Posting or Restricted: <input type="checkbox"/> PIOC <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted	
Chapter: 500 Health Services		
Subject: Clinic Space, Equipment and Supplies		

POLICY

The Division of Adult Institutions shall ensure there is sufficient and suitable space, supplies, and equipment available for medical, dental and mental health care services.

REFERENCES

Standards for Health Services in Prisons, National Commission on Correctional Health Care, Important 2018, P-D-03 – Clinic Space, Equipment, Supplies

Wisc. Stat. s. 302.38 - Medical Care of Prisoners

Wisc. Stat. s. 302.385 - Correctional institution health care

Wisc. Stat. s. 302.386 - Medical and Dental Services for Prisoner and Forensic Patients

DEFINITIONS, ACRONYMS AND FORMS

HSM – Health Services Manager

PIOC – Persons in Our Care

PROCEDURE

- I. The Director of Healthcare Administration, in cooperation with each Warden/Superintendent/Designee shall ensure each facility is provided with the resources to obtain/maintain sufficient supplies/equipment and suitable space.
- II. The types of rooms, equipment, supplies and materials for examination and treatment are dependent on the level of health care provided within each facility and the capabilities and needs of the specific health care professionals at each site.
- III. The HSM/designee shall ensure and maintain that the facility has the following:
 - A. Examination and treatment rooms for medical, dental and mental health care that are large enough to accommodate the necessary equipment, supplies and fixtures. The rooms shall also permit privacy during all encounters, both for individual and group treatment/assessment.
 - B. Each facility has, at a minimum, the following equipment, supplies, and materials for the examination and treatment of PIOC:
 1. Ample light capable of providing direct illumination
 2. Examination tables, and equipment and supplies for pelvic examinations and fetal heart monitoring, if female PIOC are present
 3. Hand-washing facilities or appropriate alternate means of hand sanitation

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4. Thermometers
 5. Blood pressure monitoring equipment
 6. Stethoscope
 7. Ophthalmoscope
 8. Otoscope
 9. Scale
 10. Sterilizer for non-disposable medical equipment (where applicable)
 11. Transportation equipment such as a wheelchair, stretcher, and backboard.
 12. Biohazard and sharps containers
 13. Medical and health care reference books, periodicals, and on-line computer resources shall be readily available (e.g., Elsevier, current drug reference books, medscape).
 14. Oxygen
 15. Pulse oximeter
 16. Personal protective equipment (e.g. gloves eye protection, gowns, masks)
 17. Automatic external defibrillator
- C. Basic equipment required for on-site dental examinations includes, at a minimum:
1. Hand washing facilities or alternate means of hand sanitization
 2. Dental examination chair and accessory equipment; suction, water line
 3. Dentist/assistant/hygienist stools
 4. Examination light
 5. Sterilizer
 6. Instruments – inventory lists will be kept of all equipment
 7. Biohazard and sharps containers
 8. Fire safety lock box
 9. X-ray capability
 10. Blood pressure monitoring equipment
 11. Oxygen
 12. Personal protective equipment (e.g. gloves, eye protection, gowns, masks)
- D. Adequate office space with administrative files, secure storage of health records, and writing desks with computer access.
- E. Pharmaceuticals, medical supplies, and mobile emergency equipment are available and regularly checked and restocked as needed, at a minimum after every emergency “box”/bag assessment and at least monthly.
- F. When laboratory, radiological, or other ancillary services are provided on site, the designated area is adequate to hold the equipment and records.

.DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Name		
Original Effective Date:	DAI Policy Number: 500.10.28	Page 3 of 3
New Effective Date: 00/00/00	Supersedes Number:	Dated:
Chapter: 500 Health Services		
Subject: Clinic Space, Equipment and Supplies		
Will Implement <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval:		

REFERENCES

DEFINITIONS, ACRONYMS AND FORMS

FACILITY PROCEDURE

I.

A.

B.

1.

2.

a.

b.

c.

3.

C.

II.

III.

RESPONSIBILITY

I. Staff

II. PIOC

III. Other