

DAI 500.30.07 – Special Needs
Appendix 1 - Guidelines for Restrictions/Special Needs
05/05/2023

Guidelines for Restrictions/Special Needs
Assistive Devices for Ambulation
An individual may request an assistive device for ambulation if they have a permanent or temporary condition that results in a lack of endurance, balance, agility or mobility. An assistive device for an acute condition or an exacerbation of a chronic condition should have a definitive end point. The lowest level device should be prescribed. Assistive devices should not discourage an individual from doing what they can for themselves. Individuals requesting assistive devices though special needs are those not entitled to such devices or assistance by law such as through the ADA. A cane is prescribed for a person with an unsteady gait who constantly requires a wall, or railing for support. Crutches are needed to remove the load from a joint (usually temporary) or to replace the function of a missing or non-functional limb (usually permanent). Individuals who require crutches long term should probably be using a walker or wheelchair. Four wheeled walkers with a seat are for persons with low endurance such as those with neurological, cardiac or respiratory issues. These individuals may require wheelchairs for distance and a “pusher”. Those individuals with ambulation problems without endurance problems should not require a “pusher” or a wheeled walker with a seat.
Specialized wheelchairs or other assistive devices shall be addressed via class III.
Alternative Restraints
ACP can address PIOC needs for alternative restraints for objectively documented medical conditions that could be precipitated, aggravated or accelerated by the use of traditional restraints. However, ACP cannot specify which type of restraints are to be used. This is a security decision. ACP may make the determination that alternative restraints are recommended. HSU will enter into WICS “alternative restraints are recommended”. ACP will not specify the types of restraints but can offer suggestions if asked by security.
Clothing/Linen
Clothing or linen requested due to size or temperature on the housing units shall be addressed at the unit level. Sensitivity to the laundry soap shall also be addressed at the unit level. HSU shall document the presence of the allergy or sensitivity. The housing unit/facility shall provide an alternative laundry soap. HSU shall not get involved in providing alternatives.
Disposable Items
Disposable items shall be addressed at the unit level.
Durable Medical Equipment
DME shall be prescribed by HSU staff for a specific condition on a limited basis. The need for the equipment shall be reviewed periodically by HSU staff to determine the need. If the PIOC wishes to keep using the equipment and there is no medical necessity, they shall address the request with the special needs committee.
Elevator Pass
Elevator passes may be issued to PIOC by the ACP, or temporarily by RN staff, who have documented impairments of balance, mobility or endurance or who are currently using a wheelchair, crutches or walker due to those impairments. The authorization should expire when the medical condition has resolved.

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Foot Wear
<p>Orthotics can be ordered for PIOC as deemed medically necessary. Orthotics are defined as foot gear that is prescribed and fitted by the ACP for an objectively documented medical condition. These items are custom made and are specific to the PIOC. All orthotics shall meet security guidelines. If the PIOC has orthotics from home as defined above, the ACP may approve use of the personal orthotic. Insoles available in the vendor catalog shall not be ordered by the ACP.</p>
<p>Shoe orders from HSU shall be restricted to those PIOC who require a “therapeutic medical shoe” The contracted shoe vendor shall be utilized to obtain therapeutic medical shoes. Therapeutic shoes shall be ordered if it is deemed medically necessary. There shall be documented evidence on physical examination of neuropathy, circulation problems or deformity. If customized medical shoes made by an orthotist offsite to accommodate a deformity are necessary, this requires Class III approval. Subjective complaints of discomfort without objective findings are not justification to order a therapeutic medical shoe.</p>
<p>Personal shoes can be purchased by the PIOC through the approved vendor catalogs. There is a great deal of variety in what is available to them. PIOC are able to wear these shoes most of the time. There are certain times in which PIOC specifically have to wear their state shoes. These are on visits and when at an offsite appointment. HSU staff shall not circumvent these rules and write orders for personal shoe wearing “all the time”.</p>
<p>The following items are things HSU staff may be asked by PIOC which are not medical issues and should not be addressed by medical:</p> <ul style="list-style-type: none">• Requests for specific name brand shoes not found in the approved vendor catalog.• Ability to order own personal shoes going beyond the dollar spending limits.• Ability to wear personal shoes at all times.• Ability to order from outside vendor or unapproved catalog.
<p>Issues with proper sizing are facility/property issues and shall not be dealt with through HSU.</p>
<p>Alternative state foot wear (therapeutic medical shoes or customized medical shoes) shall be replaced by the DOC based on normal wear and tear. In the event that that alternative state foot wear is altered, damaged, destroyed or lost, it may be replaced at the PIOC’s expense.</p>
Mattresses
<p>Mattress requests shall be addressed at the housing unit level by the PIOC. All PIOC receive a standard mattress. No double mattresses or egg crates requests are to be directed to HSU staff. Need for a “medical mattress” for an objectively documented medical condition that would be aggravated/ accelerated / or precipitated by the use of a regular mattress requires a Class III review. The ACP can order a medical mattress for 90 days until the request is reviewed by the Class III committee.</p>
Low Bunk
<p>PIOC may be ordered a low bunk restriction if they have a medical condition that significantly impairs vision, mobility, balance, cognition, agility or strength. PIOC shall not be placed in an upper bunk if it</p>

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represents an imminent fall hazard that could reasonably be avoided by an individual with adequate vision, dexterity, and strength, and cognition. A person should be restricted from the upper bunk if they have a medical condition that represents a *higher than average likely hood* of severe injury if that person fell from the upper bunk or if there is an *uncontrolled* medical condition that places them at increased risk of a sudden unpredictable loss of mobility, balance or cognition. If a PIOC is restricted from the upper bunk the restrictions shall also be applied to other recreation or occupational activities as well.

Low Tier

PIOC shall be ordered a low tier restriction if they have a documented medical condition which impairs mobility, strength, coordination, endurance, cognition, vision, balance or can result in the sudden and unpredictable loss of those abilities due to an *uncontrolled* medical condition. If PIOC requires such a restriction the restriction shall be applied to other recreational and occupational activities as well. A low tier restriction may include placement on the first or second tier. If PIOC is in medical need of first tier placement, the restriction shall read “first floor only – no stairs”.

Pillows and wedges

Extra pillows or use of wedges is authorized if a medical condition exists whose effects can be ameliorated by positioning resulting from their use. For example: Elevation of the head may improve symptoms of congestive heart failure, or reflux. Elevation of the feet or legs or positioning of the legs in a particular manner may help to improve the symptoms related to back pain or leg swelling. History and objective findings shall be used to make the determination of whether or not such a condition exists. A trial shall be given and if no improvement in the condition is noted, the intervention shall be removed. Granting of the use of the aforementioned interventions may not be in contradiction to security and property rules.

Miscellaneous

Items requested by a PIOC that are not related to a specific medical condition and are requested for comfort on an ongoing basis shall not be addressed by HSU staff. An example would be for “ice” on a chronic basis without any medical condition for which the ice may be prescribed, or “lotion” for which the PIOC does not have a documented medical condition that requires lotion for treatment, or witch hazel wipes when the PIOC has no rectal pathology. A lack of ability to purchase such comfort items on canteen or the lack of availability of the item on canteen shall not to be addressed by HSU staff. Desire for these non-medically necessary items shall be addressed to the special needs committee.

The following shall not be addressed by HSU staff:

- Non-orthotic footwear (special needs committee).
- Wet cell (unit determined).
- Single cell (unit determined if not based on a time limited medical condition)
- Handicap accessible cell (ADA issue).
- Personal clothing (unit or special needs committee).
- Hygiene items-soap, toothpaste, toothbrushes, (unit determined).
- Lanyards (unit determined).

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- Mattresses if not related to a diagnosed medical condition (unit determined or special needs committee).
- Extra pillow, blankets if not related to a medical condition (unit determined).
- Meals on unit if not related to a time limited medical condition (unit determined).
- Time to get to meals or other locations (unit determined).
- Room confinement and restrictions if not related to a time limited medical condition (unit determined).
- Special Housing requests shall be addressed on the unit level.
- Barber/Beauty shop routines (unit determined).
- Approval to purchase medical appliances/other items which are not already approved through the DOC property guidelines. (special needs committee)
- Medical/dental approval is not a way to circumvent the property guidelines.

NOTE: for consistency, restrictions/or DME related to a medical condition shall be applied to a PIOC's recreational and occupational activities. A PIOC in violation of the restriction/or granted DME shall have the restriction or DME discontinued. Destruction of loss of a specially requested item may result in non-replacement of the item or replacement at the PIOC's own cost.