

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 500.00.02	Page 1 of 5
	Original Effective Date: 10/15/01, 06/15/05	New Effective Date: 08/31/20
	Supersedes: BHS 800:22, 500.00.02	Dated: 11/01/17, 12/27/12, 01/01/09
	Administrator's Approval: Makda Fessahaye, Administrator	
	Required Posting or Restricted:	
<input checked="" type="checkbox"/> Inmate <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 500 Health Services		
Subject: Emergency Prescribed Medication for Self-Administration by Patients		

POLICY

The Division of Adult Institutions shall provide access to medications prescribed for the emergency treatment of life threatening conditions. Planning for emergency health care ensures that all staff are prepared to effectively respond during emergencies.

REFERENCES

Standards for Health Services in Prisons, National Commission on Correctional Health Care, 2018 D-07 Emergency Services and Response Plan.
Executive Directive 59 – Department of Corrections Provided Medical Alert Wristbands.
Wis. Stat. s. 302.38 – Medical Care Of Prisoners
Wis. Stat. s. 302.385 – Correctional Institution Health Care
Wis. Stat. s. 302.386 – Medical and Dental Services for Prisoners and Forensic Patients

DEFINITIONS, ACRONYMS, AND FORMS

Advanced Care Provider (ACP) – Provider with prescriptive authority.

BHS – Bureau of Health Services

DAI – Division of Adult Institutions

DOC – Department of Corrections

Emergency Medication – Medication that must be taken immediately upon the development of symptoms in order to address potentially life-threatening conditions, for example: EpiPens for allergic reactions; nitroglycerin for chest pain; and rescue inhalers for asthma.

Incident Report (WICS)

Keep on Person (KOP) Medication – Medication self-administered by the inmate patient.

RH – Restrictive Housing

PROCEDURE**I. General Guidelines**

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- A. Designation of emergency medications for KOP shall be determined by the responsible ACP and/or the BHS Pharmacy and Therapeutics Committee.
- B. Designated DOC emergency medications include:
 - 1. Nitroglycerin.
 - 2. Rescue Inhaler.
 - 3. EpiPen.
- C. Patients are allowed to keep nitroglycerin and rescue inhalers in their possession at all times, including while they are off the housing unit, in RH and off-site. In RH:
 - 1. Facilities may post notices that maintain confidentiality of protected health information on cell doors alerting staff of the presence of an emergency medication in a cell
 - 2. Patients may be required to provide their emergency medications to staff prior to exiting their cell per security direction.
- D. Patients shall have two EpiPens, located where staff are able to deliver it to the patient quickly.
 - 1. One shall be located in the housing unit.
 - 2. The location of the second one shall be based on where the patient spends a significant amount of time and/or the type of allergy.
 - 3. Patients who go off-site for work release, community service or project crews shall be allowed to carry their EpiPen.
 - 4. Security and HSU shall develop a plan when a patient is identified by the ACP as needing immediate access to an EpiPen due to a severe allergy.
- E. EpiPens designated as KOP shall be labeled patient specific.
- F. HSU nursing staff shall educate the patient on the need for and use of emergency medications. Education shall be documented in the health record.
- G. Patients prescribed an emergency medication shall be offered a medical alert bracelet according to Executive Directive 59.
- H. HSU staff shall review patient emergency medications for expiration dates and concerns related to use.
- I. Non-health staff shall immediately notify HSU if there is a concern reported regarding the use of a KOP emergency medication.
- J. EpiPen use requires immediate HSU notification and a WICS Incident Report completed by non-health staff.
- K. Used EpiPens shall be disposed of in a sharps container immediately.

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II. Removal of Emergency Medications by Staff

- A. Security staff may remove emergency medications from inmate’s possession in an emergency but must contact HSU or On-Call RN immediately. Maintain a security vigil until HSU provides further direction.
- B. HSU staff shall be consulted, if possible, before KOP emergency medications are removed from a patient’s possession.
- C. Only the ACP can determine if an emergency medication needs to be under staff control.

III. Emergency Medications Maintained by Staff

- A. Emergency medication(s) not designated as KOP shall be kept in a location that will allow staff to deliver it to the patient immediately upon request.
- B. The patient shall be housed in a cell that allows close monitoring.

IV. Transporting Inmate Patients with Emergency KOP Medications

- A. Each facility shall allow patients to have on their person, nitroglycerin and rescue inhalers during transport, unless specific security concerns exist and are noted and approved by the Security Director/Designee in consultation with the facility health authority.
- B. Epi-pens shall be controlled by staff during transport unless otherwise specified.
- C. Patients who cannot keep emergency medications on their person must have the medications immediately available by escorting staff.
- D. Collaboration among security staff, health services staff, and patients staff shall occur to ensure that emergency medication are available when going off-site

Bureau of Health Services: _____ **Date Signed:** _____
Michael Rivers, Director of Administration

_____ **Date Signed:** _____
Paul Bekx, Medical Director

_____ **Date Signed:** _____
Mary Muse, Nursing Director

Administrator’s Approval: _____ **Date Signed:** _____
Makda Fessahaye, Administrator

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Wisconsin Women's Correctional System		
Original Effective Date: 10/15/01	DAI Policy Number: 500.00.02	Page 4 of 5
New Effective Date: 10/09/2020	Supersedes Number: 500.00.02	Dated: 06/30/2016
Chapter: 500 Health Services		
Subject: Emergency Prescribed Medication for Self-Administration by Inmate-Patients		
Will Implement <input type="checkbox"/> As written <input checked="" type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval: Warden Sarah Cooper		

REFERENCES

Standards for Health Services in Prisons, National Commission on Correctional Health Care, 2018, P-D-07, Emergency Services and Response Plan
Wis.Stat. s.302.385 Correctional Institution Health Care

DEFINITIONS, ACRONYMS, AND FORMS

MWCC – Milwaukee Women's Correctional Center

REECC – Robert E. Ellsworth Correctional Center

TCI – Taycheedah Correctional Institution

WWCS – Wisconsin Women's Correctional System

FACILITY PROCEDURE

- I. **To identify the location of Epi-pens for each patient at TCI.**
 - A. One patient Epi-pen shall be located in the officer station of the patient's housing unit.
 - B. The second Epi-pen shall be located in the medication cart in the patient's housing unit.
 - C. The Epi-pen from the medication cart shall be transported with the patient on any off-site trip. The Epi-pen will remain in the possession of the escorting officer.
- II. **To identify the location of Epi-pens for each patient at REECC/MWCC**
 - A. One patient Epi-pen shall be located in the Control Center.
 - B. The second Epi-pen shall be located in the medication cart in the patient's housing unit.
 - C. The Epi-pen from the medication cart shall be transported with the patient on any off-site trip and/or work release. The Epi-pen will remain in the possession of the escorting officer.

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To ensure timely refills of emergency keep-on-person medications-all WWCS locations.

- D. Upon receipt of refill request, medication room nursing staff shall verify expiration date of medication order for the emergency medication.

- E. If order is expired, or expires within the next month, medication room nursing staff shall obtain medical chart and double check medication order.

- F. If no current order is found, medication room nursing staff shall obtain renewal order and refill the medication (including delivery to the patient) within 24 hours.

- G. The medication room will maintain an adequate supply of emergency medication stock (Epi-pen, albuterol inhaler, and nitroglycerin sublingual).