

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 500.11.05	Page 1 of 4
	Original Effective Date: 11/21/12	New Effective Date: 08/31/20
	Supersedes: 500.11.05	Dated: 04/01/18
	Administrator's Approval: Makda Fessahaye, Administrator	
Required Posting or Restricted:		
<input type="checkbox"/> Inmate <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 500 Health Services		
Subject: Professional Development		

POLICY

The Division of Adult Institutions shall ensure all qualified health care professionals maintain current clinical knowledge and skills.

REFERENCES

Standards for Health Services in Prisons, National Commission on Correctional Health Care, 2018, P-C-03 – Professional Development, P-C-01 - Credentials

Wisconsin Statutes s. 302.38 - Medical Care of Prisoners

Wisconsin Statutes s. 302.385 - Correctional Institution Health Care

DAI 500.11.01 Credentials

DAI 500.11.01 Credentials, Attachment 1

DEFINITIONS, ACRONYMS AND FORMS

AED – Automated external defibrillator

BHS – Bureau of Health Services

CCHP – Certified Correctional Health Professional

CPR – Cardiopulmonary Resuscitation

DOC – Department of Corrections

DOC-3363 – Health Services Employee Training Record

NCCHC – National Commission on Correctional Health Care

PROCEDURE

- I. All health care professionals and health staff shall possess and acquire additional knowledge, on-going knowledge and skills appropriate for their role in health care delivery approved by the Responsible Health Authority or designated clinician.
 - A. It shall be the responsibility of all part-time and all full-time health professionals to possess and maintain 12 hours of continuing education annually (per calendar year).
 - B. Continuing education may include:
 1. Staff development experiences such as:

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- a. In-service training.
 - b. Education presented by guest lecturers.
 - c. Attendance at health educational programs presented at a DOC facility, jail health conference or in the community by universities, hospitals or other health care professionals.
 - d. Participation in programs such as NCCHC that provide formal continuing education credits.
2. Self-study programs and approved internet resources may be part of continuing education but may not constitute the whole program. At least half of the required courses must be in class presentations and lecture learning.
 3. Programs presented on site by staff members or by a member of the health staff, BHS management and security programs for health staff training are appropriate. No more than two hours of security training may count for the 12 hours of health care training.
 4. Professional staff who are required by state license to maintain continuing education annually to maintain licensure can utilize licensure for the year of license renewal.
 5. Correctional staff possessing a current certification of certified health professional (advanced), valid certification is acceptable validation.
 6. It is recommended presentations on special health needs of adolescents be included as topics for periodic in-service in facilities that house adolescents.
- C. All health professionals and health care staff having direct patient contact must possess a current certification in CPR by the American Heart Association and training in use of the AED.
 - D. All health care staff shall be trained in Infection Control and Blood Borne Pathogens on an annual basis.
 - E. CCHP is recommended for staff who have at least two years of experience in the correctional setting.
- II. Training Documentation**
- A. Compliance with continuing education shall be documented. Staff may use the DOC-3363 – Health Services Employee Training Record.
 - B. Compliance for staff education shall be evaluated on an annual basis.
 - C. The RHA maintains a list of the states continuing education requirements for each category of licensure of all qualified healthcare professionals. See DAI 500.11.01 Credentials.

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

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

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

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

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Prairie du Chien Correctional Institution		
Original Effective Date: 11/21/12	DAI Policy Number: 500.11.05	Page 4 of 4
New Effective Date: 10/29/20	Supersedes: 500.11.05	Dated: 07/27/18
Chapter: 500 Health Services		
Subject: Professional Development		
Will Implement <input type="checkbox"/> As written <input checked="" type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval: Warden Peter J. Jaeger		

REFERENCES**DEFINITIONS, ACRONYMS AND FORMS****FACILITY PROCEDURE**

Each health services staff member shall complete and submit a DOC-3363 to the Health Service Manager by January 31 each calendar year.