

Chapter: Quality Improvement	<b>Effective Date: 4/15/17</b>
<b>Title: Health Services Administrative Committee</b>	Page: 1 of 1
	Replaces: HHS.90.05, 07/15/11

(a) **Standard.**

Health care is monitored on a continuous basis at the facility level by the Halfway House Health Services Administrative Committee to ensure that adequate, cost-effective health care is delivered in a timely manner.

(b) **General Requirements.**

- (1) The Halfway House Health Services Administrative Committee consists of the halfway house superintendent, health services administrator (HSA), human services specialist (HSS), and Texas Juvenile Justice Department (TJJD) regional nurse manager.
- (2) The committee meets monthly to discuss trends, clinical needs on an aggregate level, youth access to care, environmental concerns, and pertinent issues regarding health services delivery. The meeting serves as a forum to identify and resolve health-related concerns.

(c) **Procedures.**

- (1) The **HSA**:
    - (A) collaborates with the superintendent and HSS to schedule monthly Health Services Administrative Committee Meetings; and
    - (B) notifies the TJJD regional nurse manager of the meeting date and time.
  - (2) The **HSA** ensures that the monthly Health Services Administrative Committee Report contains the following documentation:
    - (A) old business follow-up;
    - (B) facility environmental concerns;
    - (C) access to care;
    - (D) health-and-safety concerns (e.g., infection-control issues, communicable-disease issues);
    - (E) health-related grievances;
    - (F) corrective action plans; and
    - (G) signatures of participants.
  - (3) The **HSA** ensures that a copy of the Health Services Administrative Committee Report is provided to the:
    - (A) halfway house superintendent;
    - (B) TJJD regional nurse manager; and
    - (C) University of Texas Medical Branch Correctional Managed Care (UTMB-CMC) youth services program manager for nursing and compliance.
  - (4) The **HSA** collaborates with the superintendent to ensure that issues identified in monthly Health Services Administrative Committee meetings are either resolved locally or referred for resolution to the TJJD director of nursing or the UTMB-CMC youth services program manager for nursing and compliance.
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