

## Halfway House Health Services Manual

Chapter: Emergency Health Care  
Title: Emergency Medical, Dental and Mental Health Services

Effective Date: 5/1/13  
Page: 1 of 2  
Replaces: HHS.40.05, 7/15/11

ACA Standard(s): 3-JCRF-4C-14

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(a) **Standard.**

- (1) All direct care workers are certified in cardiopulmonary resuscitation and first aid.
- (2) Emergency, medical, dental, and mental health services are available to youth on a 24-hour basis through contracts or letters of agreement with local hospitals or emergency clinics.
- (3) Emergency phone numbers are posted at all locations where there are staff phones.
- (4) State vehicles are available to respond to transportation needs for non-life threatening emergencies.
- (5) Each facility posts written emergency procedures at all locations where there are staff phones. The procedures include emergency phone numbers and guidelines for when to call emergency medical services.

(b) **Definitions.**

Medical emergencies include situations that are either imminently life threatening or that require immediate health care to prevent the development of a life-threatening condition.

- (1) **Life-Threatening Medical Emergency** - examples of an imminently life threatening situation include being unresponsive, unconscious, not breathing or experiencing severe respiratory distress, or severe bleeding (in streams or spurts).
- (2) **Non-Life Threatening Medical Emergency** - examples of a serious situation requiring immediate medical attention include a broken bone, extreme pain, a high fever, a seizure, a diabetic reaction; a deep or gaping wound requiring stitches, a broken tooth, or an eye injury.

(c) **Procedures.**

- (1) Render first aid as needed.  
**Person Responsible: All**
- (2) Transport the youth to a local hospital or call 911.  
**Person Responsible: Human Services Specialist (HSS) / Juvenile Correctional Officer (JCO)**
- (3) Notify the superintendent and health services administrator (HSA).  
**Person Responsible: HSS/JCO**
- (4) Notify the Utilization Review Department.  
**Person Responsible: Nurse**
- (5) Notify the parent/guardian.  
**Person Responsible: Superintendent or designee**
- (6) Implement any physician orders upon return to the facility.  
**Person Responsible: HSS/JCO**
- (7) Record the incident on the Treatment and Intervention Record, HLS-505.  
**Person Responsible: HSS/JCO**

- (8) Fax the order to the assigned institutional medical clinic. See Pharmacy Manual 10.40 for medications that are needed immediately.  
**Person Responsible: HSS/JCO**
  
  - (9) Review with the youth any patient instructions received from the healthcare provider with the youth.  
**Person Responsible: HSS/JCO**
  
  - (10) Advise the HSA of the youth's condition/findings.  
**Person Responsible: HSS/JCO**
  
  - (11) Scan patient instructions into the electronic medical record.  
**Person Responsible: Nurse**
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