

Chapter: Organization and Administration	Effective Date: 7/1/13
Title: Access to Care	Page: 1 of 1
ACA: 4-JCF-4C-05(M)	Replaces: HSP.01.01, 6/1/09

(a) **Standard.**

Upon arrival at the facility, all youth are informed about how to access health care services. This information is communicated orally and in writing, and is conveyed in a language that is easily understood by each youth. When a literacy problem, language problem, or physical disability prevents a youth from understanding oral and written information, a staff member or translator assists the youth. No TJJD staff member will impede the youth's access to health care services.

(b) **Procedures.**

(1) **A nurse:**

- (A) advises new youth verbally and in writing of services on admission and has youth sign and date the written Youth Orientation to Health Services form,  [HLS-101/HLS-101sp](#);
- (B) documents youth orientation to health services on the Initial Health Screening form,  [HLS-100](#), and/or the Intrasystem Health Screening form,  [HLS-105](#);
- (C) ensures that an interpreter provided by TJJD is present for non-English speaking youth during health services orientation; and
- (D) ensures that an interpreter is present at each nursing encounter, and the youth's Electronic Medical Record (EMR) is flagged to indicate the youth's primary language.

(2) **A nurse or clinical correctional associate** scans the completed HLS-101 into the EMR.
