

Chapter: Organization and Administration	Effective Date: 11/15/16
Title: Notification of Serious Illness, Serious Injury, or Hospitalization	Page: 1 of 1
ACA: 4-JCF-4C-42(M)	Replaces: HSP.01.08, 11/15/14
Implements: GAP.380.9183	

(a) **Standard.**

- (1) A youth's parent, guardian, or legal custodian is promptly notified if the youth has a serious illness or serious injury.
- (2) The chief juvenile probation officer for the youth's committing county is notified if a serious illness or serious injury results in a hospital admission.

(b) **Definitions.**

Serious Illness or Serious Injury – an illness or injury that requires a youth to be taken off campus to receive emergency medical treatment.

(c) **Procedures.**

- (1) The **health services administrator or designee** notifies the superintendent or designee of any serious illness or serious injury immediately or as soon as possible and documents the notification in the electronic health record (EHR).
 - (2) The **superintendent or designee** immediately informs the parent, guardian, or legal custodian of any serious illness or serious injury and submits the serious incident form as required by [GAP.07.03](#).
 - (3) The **TJJD medical director or designee** notifies, by email, the chief juvenile probation officer serving a youth's committing county if a youth is admitted to a hospital. The notification must take place within one workday after Central Office Medical Services was notified of the hospital admission.
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