

	DEPARTMENT OF PUBLIC SAFETY	EFFECTIVE DATE: October 20, 2015	POLICY NO.: COR.10.1H.04
	CORRECTIONS ADMINISTRATION POLICY AND PROCEDURES	SUPERSEDES (Policy No. & Date): (COR.10.1H.03 6/17/05)	
	SUBJECT: ACCESS TO CUSTODY INFORMATION		Page 1 of 2

1.0 PURPOSE

To ensure that criminal justice information that is pertinent to clinical decisions is available to treating providers.

2.0 REFERENCES AND DEFINITIONS

.1 References

- a. Department of Public Safety (PSD), COR.10.1H.07, Release of Information from the Medical Record.
- b. Hawaii Revised Statutes (HRS), Section 26-14.6, Department of Public Safety; and Section 353C-2, Director of Public Safety, Powers and Duties..
- c. Health Insurance Portability and Affordability Act of 1996 (HIPAA), Public Law 104-191, 110 Stat. 1936, Codified at 45 CFR Part 160, 45 CFR Part 162, 45 CFR Part 164.
- d. National Commission on Correctional Health Care, Standards for Health Services in Prisons, (2014).

3.0 POLICY

- .1 Medical case managers or psychiatric social workers and case managers, may be allowed access to criminal justice information in the institutional record that is relevant to medical or mental health case management and/or discharge planning.
- .2 A psychiatrist or psychologist shall have access to the institutional records if the provider believes that pertinent institutional information is relevant to designing the appropriate mental health treatment plan or transfer or discharge summary.
- .3 References to facilities, institutional files, records and social workers includes the Federal Detention Center/Mainland Branch, its personnel and files.

4.0 PROCEDURES

- .1 Medical case managers and psychiatric social workers and case managers shall request institutional record reviews through the facility staff member appointed by the Warden to control access to inmate records.

NOT-CONFIDENTIAL

