

	DEPARTMENT OF PUBLIC SAFETY CORRECTIONS ADMINISTRATION POLICY AND PROCEDURES	EFFECTIVE DATE: 6/17/05	POLICY NO.: COR.10.1C.06
		SUPERSEDES (Policy No. & Date): COR.10B.09 11/16/98	
	SUBJECT: INMATE WORKERS		Page 1 of 2

No. 2005-1685

1.0 PURPOSE

To define the limits set for inmate workers assigned work duties in Health Care Sections.

2.0 REFERENCES AND DEFINITIONS

.1 References

- a. Hawaii Revised Statutes; Section 26-14.6, Department of Public Safety; and Section 353C-2, Director of Public Safety, Powers and Duties.
- b. National Commission on Correctional Health Care Standards for Prisons and Jails (2003).
- c. Department of Public Safety, Corrections Administrative Policy and Procedures, COR.10.1G.12, Care for the Terminally Ill.
- d. American Correctional Association Standards, Third Edition, (1990), Inmate Assistants, 3-4340.

.2 Definitions

Activities of Daily Living: Generally refers to ambulation, bathing, dressing, feeding and toileting.

3.0 POLICY

Inmate workers shall not be assigned patient medical care responsibilities and shall not fill in for health care workers or medical support staff.

4.0 PROCEDURES

- .1 Inmates shall not be assigned to duties usually performed by qualified health care workers and support staff that would violate patient confidentiality or that would give the inmate worker power over his or her peers. Examples of prohibited duties are scheduling medical appointments; filing medical documents, handling medical records, medication or health care supplies or instruments, Xeroxing or shredding medical documents, issuing medical needs documents, collecting sick call requests, or providing medical care to a patient.

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- .2 The Clinical Section Administrator (CSA) shall evaluate inmates who are assigned janitorial service in the Health Care Sections. The CSA, other medical section and unit supervisors, and all health care workers on duty are responsible to supervise the inmate workers while the inmates are working in their section or unit and to pay attention to what the inmate workers are doing in their sections and units.
- .3 With sufficient supervision, inmate workers may be used to clean medical sections and infirmaries, bed linen changes in the infirmary, laundry, work in laboratories that make prosthetics and clean and dispose of biohazard waste.
- .4 Inmates may also be used in peer related services such as assisting other inmates in activities of daily living in regular housing units, participation in support groups or peer support groups, in a buddy system for potentially suicidal inmates and in hospice programs. Inmates are not substitutes for regular program or health staff.

5.0 SCOPE

This policy and procedure applies to all correctional facilities and their assigned personnel.

APPROVAL RECOMMENDED:

Kay A. Baumann 6/16/05
Medical Director Date

Wally J. 6/13/05
Correctional Health Care Administrator Date

Frank J. Jones 6/14/05
Deputy Director for Corrections Date

APPROVED:

James L. Roberts
Director

6.17.05
Date