

	<b>DEPARTMENT OF PUBLIC SAFETY</b>  <b>CORRECTIONS ADMINISTRATION</b> <b>POLICY AND PROCEDURES</b>	<b>EFFECTIVE DATE:</b> May 5, 2014	<b>POLICY NO.:</b> COR.10.1G.13
		<b>SUPERSEDES (Policy No. &amp; Date):</b> COR.10.1G.13 (02/02/2011)	
	<b>SUBJECT:</b> <b>BRIEF MENTAL HEALTH ASSESSMENT &amp; MITIGATION</b>		Page 1 of 6

## 1.0 PURPOSE

The Brief Mental Health Assessment provides a review of an inmate's mental status to assist in determining appropriate level of care requirements subsequent to a serious behavioral event / intervention (e.g. emergency medication, seclusion or restraint, administrative or disciplinary segregation), for confirmation of diagnostic rule-outs / Not Otherwise Specified's or any changes in diagnoses, or mitigation of disciplinary sanctions, as necessary.

## 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. Standards for Health Services in Prisons, National Commission on Correctional Health Care, (2008).
- c. COR. 11.01- Administrative Segregation and Disciplinary Segregation.

### .2 Definitions

- a. Licensed Mental Health Professional (LMHP): A psychiatrist, a licensed or license eligible psychologist, an advanced practice nurse with a psychiatric clinical nurse specialist (APRN/CNS), a registered nurse with a psychiatric certification, a licensed clinical social worker or an appropriately qualified physician who has been provided training in specific areas of mental health competencies, with a minimum of one year of experience working with people with mental illnesses.
- b. Qualified Mental Health Professional (QMHP): An appropriately qualified physician, psychiatrist, psychologist, counselor, therapist, social worker, or nurse who is competent, whether by education, training, licensure, or experience, to make a particular decision, or deliver the particular service, at issue, with a minimum of one year of experience working with people with mental illnesses.
- c. Instrumental Violence: Volitional, willful or planned aggression towards another individual.

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- d. Mitigating Circumstance: The presence of a serious medical or mental illness that: (1) significantly interferes with an inmate's ability to conform to the rules or requirements of the facility or to comport with physical or behavioral expectations; and/or (2) leads to the expectation that segregation will have negative effects on the inmate's health or mental health.

### 3.0 POLICY

- .1 The Mental Health staff shall maintain an accurate, current list of individuals diagnosed with serious mental illness.
- .2 Inmates exhibiting psychotic symptoms or other severe behaviors which have resulted in episodes of seclusion, restraint, emergency medications and/or disciplinary sanctions will have a Brief Mental Health Assessment to review their mental status.
- .3 Only an LMHP can perform Brief Mental Health Assessments.
- .4 A Brief Mental Health Assessment shall be conducted for inmates placed on administrative or disciplinary segregation to determine whether or not mitigation is indicated inmates are on the mental health caseload; inmates are suspected of having a mental health disorder, or when there are concerns about their ability to safely complete their time in segregation
- .5 If an inmate has a medical or psychological condition that may deteriorate or become worse in segregation, or if segregation is detrimental to an inmate's medical or mental health, the segregation shall be postponed until the condition is assessed and stabilized.
- .6 No inmate will be placed in segregation for behaviors that are symptomatic of their mental illness.
- .7 Inmates who are currently psychotic or suicidal shall be removed from segregation and placed in a mental health module, where they will participate in the mental health programming and interventions offered in that module.
- ..8 All necessary mental health services, particularly medications, will continue while an inmate is in segregation.
- .9 In all applicable facilities, the Mental Health Section Administrator shall

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maintain a record of all DOC 0467: Mental Health Facility Adjustment Hearing Review Report on all individuals assessed, indicating the outcome of the assessment and final committee decisions. The data on these individual assessments shall be aggregated and analyzed for Quality Management purposes.

- .10 The Clinical Services (CSA) and the Mental Health Section Administrators (MHSA) shall devise a method of proper notification for clinical and mental health services with the facility Warden and Mental Health Branch Administrator.

#### **4.0 PROCEDURES**

##### **General Provisions**

- .1 The Brief Mental Health Assessment will be documented on DOC 0434, clearly indicating the reason for the evaluation.
- .2 The Brief Mental Health Assessment includes a structured interview with inquiries into:
  - a. Recent psychiatric history or issues;
  - b. Substance abuse/use history;
  - c. Suicidal behavior /ideation;
  - d. Self-injurious behavior;
  - e. Violent behavior;
  - d. Victimization / Trauma;
  - e. Sex offenses;
  - f. Orientation to person, place and time;
  - g. Mood;
  - h. Affect;
  - i. Speech;
  - j. Thought processes;
  - k. Perceptual processes;
  - l. Attention and concentration;
  - m. Memory;
  - n. Phobias, obsessions & compulsions;
  - o. Insight; and
  - p. Judgment.
- .3 The Brief Mental Health Assessment includes observational data, including but not limited to:

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- a. Appearance;
  - b. Level of agitation;
  - c. Attention and concentration;
  - d. Responsiveness to direction; and
  - e. Responsiveness to medication, if any
- .4 The Brief Mental Health Assessment includes:
- a. Provisional diagnosis;
  - b. Treatment recommendations; and
  - c. Other comments, as necessary

### **Segregated Inmates**

- .5 If an inmate has an existing health or mental health condition, Security staff shall notify Medical and Mental Health (MH) staff immediately. The designated healthcare staff shall assess the inmate's placement in administrative segregation before the end of their current work shift prior to admission into the segregation unit to determine whether physical health or mental health issues exist that contraindicate the inmate's placement in administrative segregation. The health care staff must immediately notify a mental health professional if there are any indications that the inmate has mental health issues.
- .6 In facilities where medical and/or mental health staffs are not available 24/7, notification immediately when the medical and/or mental health staff next reports to duty. The health care staff must immediately notify a mental health professional if there are any indications that the inmate has mental health issues.
- .7 If a QMHP identifies an individual with mental health problems who has not been previously identified, the QMHP will notify the LMHP, who will make arrangements for a private conversation and assessment. If the inmate appears to have a mental health disorder, the LMHP will make a determination, if mitigating circumstances warrant an alternative intervention.
- .8 Medical and Mental Health (MH) staff shall review the inmate's health record and document the review(s) in the Progress Notes of the medical record and on DOC 0439: Restricted Housing Placement Evaluation.

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- .9 Special attention shall be given to vulnerable populations, such as developmentally disabled and mentally ill inmates. Care will be taken when reviewing health records of inmates with serious mental health illnesses to assess the risk of exacerbation of the condition. Medical staff reviewing the record shall notify mental health staff when the inmate is currently under the care of mental health services and a LMHP shall immediately assess the inmate and document the assessment on form DOC 0434: Brief Mental Health Assessment. The assessment shall be conducted face to face by a LMHP, and the timeframe shall not exceed one working day from the time the inmate has been placed in segregation. In the event that an LMHP is not available, medical staff shall make periodic checks to ensure the safety of the patient until an assessment is made by an LMHP.
- .10 The LMHP also will determine whether or not the incident appears to have been symptomatic of a mental illness. The LMHP will complete DOC 0439 – Restricted Housing Placement Evaluation and DOC 0467 – Mental Health Facility Adjustment Hearing Review Report, indicating the results of the assessment and recommendations.
- .11 If it is determined that the incident was the result of a serious mental health disorder or that the inmate lacked the capacity to understand the infraction as a result of a mental health disorder, or that the inmate’s condition indicates that he/she cannot be maintained in segregation without detrimental effects, then the LMHP will make a determination that mitigating circumstances are present and an alternative intervention will be implemented or recommended (e.g. relocation to a mental health module for continuing treatment, time out on the mental health module, seclusion pursuant to the restraint and seclusion policy and procedure, transfer to another general population or specialized module, etc) on DOC 0439 – Restricted Housing Placement Evaluation.
- .12 If an inmate is determined in need of mitigation, but not to be seriously mentally ill, mental health staff shall make a recommendation to the Warden for the most appropriate alternative housing (DOC 0439).
- .13 If the inmate is mentally ill, but alternative mental health interventions are not recommended, the inmate will continue to be monitored consistent with the procedure outlined in COR.11.01 (Inmate Segregation)
- .14 A physical and mental assessment of each inmate shall be done if indicated by the information reviewed in the medical record, as needed.

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- .15 Medical and Mental Health staff will recommend to the facility Warden (DOC 0439) that an inmate be removed from segregation if his or her health or mental stability deteriorates or if segregation becomes detrimental to the inmate's health/mental health.

Medical and Mental Health staff can appeal to the Warden for a recommendation for mitigation of an inmate's charges that is not supported by the Hearings Officer.

**5.0 SCOPE**

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

APPROVAL RECOMMENDED:

Dr. D. Karan MD 5/2/14  
Medical Director Date

[Signature] 5/2/14  
Correctional Health Care Administrator Date

[Signature] 5/5/14  
Deputy Director for Corrections Date

APPROVED:

[Signature]  
Director  
5/5/14  
Date

**STATE OF HAWAII**

**MENTAL HEALTH FACILITY ADJUSTMENT HEARING REVIEW REPORT**

Name of Inmate: \_\_\_\_\_ SID Number: \_\_\_\_\_

Date: \_\_\_\_\_

Infraction:

\_\_\_\_\_  
\_\_\_\_\_

Any Mental Health Mitigating Circumstances, Mental Health Assessment:

Diagnoses: Axis I: \_\_\_\_\_

Axis II: \_\_\_\_\_

Cognition: \_\_\_\_\_

\_\_\_\_\_

Volition: \_\_\_\_\_

\_\_\_\_\_

Planning: \_\_\_\_\_

\_\_\_\_\_

Mental Health Recommendations:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Committee Decision:

\_\_\_\_\_

\_\_\_\_\_

**BRIEF MENTAL HEALTH ASSESSMENT**

Facility \_\_\_\_\_

**NAME** \_\_\_\_\_

**DOB** \_\_\_\_\_

**SEX** \_\_\_\_\_

REASON FOR THE ASSESSMENT \_\_\_\_\_

HISTORY OF THE EVENT (e.g. DLD, Seclusion, Restraint, etc)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RECENT PSYCHIATRIC HISTORY  
Where \_\_\_\_\_ When \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SUBSTANCE ABUSE HISTORY

\_\_\_\_\_

**DRUG ABUSE**

Alcohol      Cocaine      Opium  
Cannabis      Inhalants      Hallucinogens  
Prescription Medications      Amphetamines

Currently on Medication \_\_\_\_\_

**ATTEMPTED SUICIDE**

Method \_\_\_\_\_ Year \_\_\_\_\_  
Why \_\_\_\_\_

Method \_\_\_\_\_ Year \_\_\_\_\_  
Why \_\_\_\_\_

SUICIDE IDEATION..... YES..... NO  
SELF MUTILATION..... YES..... NO  
PHYSICAL/SEXUAL ABUSE      YES      NO  
SEX OFFENDER      YES      NO  
PTSD      YES      NO

OTHER \_\_\_\_\_

APPEARANCE      OK      POOR  
Hygiene  
Eye Contact  
Psychomotor

**ORIENTATION**

Person      Yes      No  
Place      Yes      No  
Time      Yes      No

**MOOD**

Normal      Irritable      Depressed  
Euphoric      Anxious      Other \_\_\_\_\_

**AFFECT**

Appropriate      Flat  
Inappropriate      Blunted

**LEVEL OF AGIGATION**

Low      Moderate      High

**RESPONSIVNESS TO MEDICATIONS**

Good      Fair      Poor

**SPEECH**

Normal      Accelerated      Pressured  
Slowed      Monotonous      Slurred  
Poverty of Content      Other \_\_\_\_\_

**THOUGHT PROCESSES**

Normal      Tangential  
Disorganized      Circumstantial  
Loose Associations      Flight of Ideas  
Delusional Mentation      Other \_\_\_\_\_

**PERCEPTUAL PROCESSES**

Normal      Visual Hallucinations  
Illusions      Tactile Hallucinations  
Auditory Hallucinations  
Olfactory Hallucinations

**ATTENTION & CONCENTRATION**

Normal      Impaired

**RESPONSIVENESS TO DIRECTION / REDIRECTION**

Normal      Impaired

**MEMORY**

Grossly Intact      Impaired

**PHOBIAS, OBSESSIONS, COMPULSIONS**

None (Normal)      Phobic

**INSIGHT**

Good      Fair      Poor

**JUDGEMENT**

Good      Fair      Poor

**PROVISIONAL DIAGNOSIS**

NONE \_\_\_\_\_

AXIS I \_\_\_\_\_

AXIS II \_\_\_\_\_

AXIS III \_\_\_\_\_

GAF MILD/MOD (>50)      SERIOUS (<=50)

OTHER COMMENTS/ CONTINUATIONS



STATE OF HAWAII  
DEPARTMENT OF PUBLIC SAFETY  
HEALTH CARE DIVISION

**RESTRICTED HOUSING PLACEMENT EVALUATION**

NAME: \_\_\_\_\_ SID: \_\_\_\_\_

FACILITY: \_\_\_\_\_ DOB: \_\_\_\_\_

**Health Care staff has evaluated this inmate. It is determined that:**

The inmate has no medical condition or injury that would be adversely affected by segregation. The inmate will be monitored daily while in segregation.

The inmate has a medical condition or injury that would be adversely affected by segregation.

Describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Facility Administration has been notified. Y / N

\_\_\_\_\_  
Signature and Title Date Time

**Mental Health staff has evaluated this inmate. It is determined that:**

The inmate has no mental health concern that would be adversely affected by segregation. The inmate will be monitored daily while in segregation.

The inmate has a mental health disorder that would be adversely affected by segregation with the general population and transfer to a Mental Health Module for further treatment is recommended.

Describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Facility Administration has been notified. Y / N

The inmate has a mental health disorder and segregation is recommended in the Mental Health Module, where further assessment can be conducted. Facility Administration has been notified.

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
QMHP/LMHP Signature Date Time

Original: Medical Record  
Canary: Mental Health