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.


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.

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.2 Medical and mental health staff who are authorized access under this policy shall follow all procedures required by the institution when requesting criminal justice information from the institutional file.

5.0 SCOPE

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

APPROVAL RECOMMENDED:

Gary David Saldana, MD OCT 19 2015
Acting Medical Director Date

Health Care Division Administrator Date

Deputy Director for Corrections 10-20-15

APPROVED:

John P. Espinola OCT 20 2015
Director Date

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