

	State of Indiana Indiana Department of Correction Division of Youth Services	Effective Date 4/1/2022	Page 1 of 2	Number 1.20Y
HEALTH CARE SERVICES DIRECTIVE-YOUTH SERVICES Manual of Policies and Procedures				

Title NOTIFICATION IN EMERGENCIES

Legal References (includes but is not limited to) IC 11-8-2-5	Related Policies/Procedures (includes but is not limited to) 01-02-101	Other References (includes but is not limited to) National Correctional Healthcare Standards
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I. PURPOSE:

This Health Care Services Directive (HCSD) describes the process through which the legal guardian is notified regarding health-related emergencies.

II. GUIDELINES:

A. The legal guardian as designated in the youth's facility packet, shall be notified if a youth dies or is placed on a hospital's critical list or imminent death status. In situations of less gravity, decisions to notify the legal guardian are left to the Warden or designee with consultation of the Health Services staff.

B. Contact with the legal guardian shall be made by the Warden or designee. The person making contact shall be provided with appropriate information prior to making contact. Only the following information may be communicated to the legal guardian when calling regarding a critically ill patient:

- Identification of the caller,
- Youth name and number,
- Diagnosis,
- Name of hospital if visitation is permitted,
- Telephone number for hospital, and
- Name of attending physician.

The Warden is encouraged to permit visitation anytime a youth will remain at the hospital, including when a youth is on imminent death status, unless there is a security concern that precludes this. The Health Services Division will always support these visits. If visitation will be permitted, the Executive Director of Youth Services and the Executive Director of Physical Health must be fully informed.

HEALTH CARE SERVICES DIRECTIVE-ADULT Indiana Department of Correction Manual of Policies and Procedures			
Number 1.20Y	Effective Date 4/1/2022	Page 2	Total Pages 2
Title NOTIFICATION IN EMERGENCIES			

If the legal guardian contacted has additional questions, they should be instructed to call the attending physician.

- C. If direct notification has been successful, the Warden shall forward confirmation to the Executive Director of Youth Services.
- D. If telephone notification to the legal guardian fails, local, or State police may be contacted for assistance. If this also fails, a mailgram containing the information described in “B” shall be sent to the legal guardian of record.
- E. If requests for information are received by the facility or by hospital personnel, the requests shall be referred to the Warden’s office.

III. APPLICABILITY:

This HCSD is applicable to all facilities providing health services to youth.

signature on file

Kristen Dauss, MD
Chief Medical Officer

Date