

State of Alabama

Alabama Department of Corrections



Research and Planning
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May 14, 2004

ADMINISTRATIVE REGULATION
NUMBER 610

OPR: TREATMENT

RECEPTION MENTAL HEALTH SCREENING

I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes responsibilities, policies, and procedures to screen for mental health problems when an inmate is received by ADOC.

II. POLICY

A mental health screening will be completed when an inmate is received by ADOC to assess the inmate's history of treatment for mental illness, suicidal ideation/behavior and/or substance abuse as well as assess the inmate's current mental status and risk of harm to self or others.

III. DEFINITION(S) AND ACRONYM(S)

Refer to AR 602, Mental Health Definitions and Acronyms, for any terms used in this regulation.

IV. RESPONSIBILITIES

- A. The ADOC Director of Treatment is responsible for ensuring that inmates receive a mental health screening upon reception into the ADOC.
- B. The contract Mental Health Director is responsible for training those contract mental health staff assigned to the screening process.
- C. The assigned contract mental health staff is responsible for screening inmates upon their arrival at ADOC and taking the appropriate clinical actions.
- D. The institution's Supervising Psychologist or designee is responsible for maintaining ADOC Form MH-012, Reception Mental Health Screenings Log.

V. PROCEDURES

- A. The contract Mental Health Director will develop and coordinate the implementation of training for contract mental health staff assigned to complete the reception mental health screenings. The training will include at minimum:
1. The goals of the screening.
 2. The rationale for specific items of the screening.
 3. The interview techniques that will maximize the information provided by the inmate.
 4. Orienting inmates to ADOC mental health services.
- B. The institution's Supervising Psychologist or designee will ensure that contract mental health staff conducting reception mental health screenings have completed the required training prior to assuming this responsibility.
- C. Contract mental health staff will:
1. Be trained in identifying inmates at risk for self-harm or potentially in need of immediate mental health assistance when conducting the reception mental health screenings.
 2. Conduct the reception mental health screening when an inmate is admitted to ADOC and before the inmate is placed in a housing area that does not provide constant correctional officer observation.
 3. Review transfer medical documentation prior to conducting the reception mental health screening to optimize available information about the inmate's mental status or treatment.
 4. Conduct the mental health screening in an area permitting inmate confidentiality and encouraging inmate self-report.
 5. Provide the inmate an initial description of the mental health services available in the ADOC and how inmates may access these services. This orientation will be conducted in accordance with AR 611, Inmate Orientation to Mental Health Services.
 6. Document the initial mental health screening on ADOC Form MH-011, Reception Mental Health Screening Evaluation.
 - a. The original of the form will be filed in the inmates' medical record.

- b. A copy will be forwarded to the Psychological Associate responsible for reception mental health evaluations.
- D. When the inmate arrives at the ADOC with a current psychotropic medication order:
 - 1. The mental health nurse assigned to the reception process will be contacted to verify the order and ensure a supply of medication is available until a Psychiatrist can complete an evaluation.
 - 2. The mental health nurse will schedule the inmate for a psychiatric evaluation.
 - 3. Psychotropic medications accompanying the inmate when entering ADOC will be transferred to the medical department for disposition.
- E. When the reception mental health screening suggests that an inmate may be at risk for harm to self or others or may be experiencing acute psychosis:
 - 1. The on-site Psychiatrist will be contacted immediately to evaluate the inmate.
 - 2. If the on-site Psychiatrist is not available:
 - a. The inmate will be placed on watch status until the evaluation can be completed.
 - b. The on-call Psychiatrist will be contacted for additional instructions.
- F. The contract mental health staff member responsible for the screening will refer the inmate for a psychiatric evaluation if the inmate reports a history of mental health treatment, suicidal acts/ideation, and unprovoked physical violence toward others or when the inmate's presentation suggests the need for psychiatric evaluation.
- G. The institution's Supervising Psychologist or designee at reception institutions will maintain a monthly log, ADOC Form MH-012, to identify trends in the number of inmates being admitted with mental health problems. The log will be submitted to the contract Mental Health Director with the monthly Mental Health Services reports.

VI. DISPOSITION

Refer to AR 601, Mental Health Forms and Disposition.

VII. FORMS

Refer to AR 601, Mental Health Forms and Disposition.

- A. ADOC Form MH-011, Reception Mental Health Screening Evaluation
- B. ADOC Form MH-012, Reception Mental Health Screenings Log

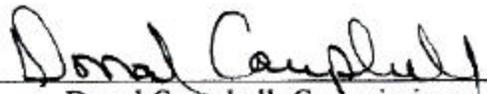
VIII. SUPERCEDES

This regulation supercedes AR 450, dated February 26, 2002.

IX. PERFORMANCE

This AR is published under the authority of:

- A. Bradley Agreement of August 8, 2000.
- B. National Commission on Correctional Health Care: Standards for Health Services in Prisons, 2003. (P-E-02)
- C. Code of Alabama, 1975, Section 22-50-11



Donal Campbell, Commissioner