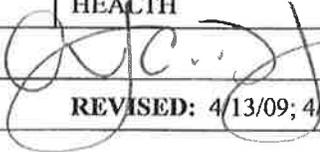


<b>POLICY OF</b> <b>STATE OF DELAWARE</b> <b>DEPARTMENT OF CORRECTION</b>	<b>POLICY NUMBER</b> C-02.1	<b>PAGE NUMBER</b> 1 of 3
	<b>RELATED NCCHC /ACA STANDARDS:</b> P-C-02, J-C-02/4-4411 (IMPORTANT)	
<b>CHAPTER: 11 BUREAU OF CORRECTIONAL HEALTHCARE SERVICES</b>	<b>SUBJECT: CLINICAL REVIEW FOR MENTAL HEALTH</b>	
<b>APPROVED BY THE COMMISSIONER:</b>		
<b>EFFECTIVE DATE: 12/12/08</b>	<b>REVISED: 4/13/09; 4/23/2010</b>	
<b>APPROVED FOR PUBLIC RELEASE</b>		

- I. **AUTHORITY:** Bureau of Correctional Healthcare Services
- II. **PURPOSE:** To review mental health records, mental health care, and clinician work, with a view to the quality of care and utilization of mental health and/or medical resources.
- III. **APPLICABILITY:** All Department of Correction (DOC) employees and vendor staff, offenders, and any outside healthcare provider servicing DOC offenders.
- IV. **DEFINITIONS:** See glossary.
- V. **POLICY:**
  1. Group supervision of all mental health clinicians will be conducted on a weekly basis.
    - a. Supervision will be provided by a licensed mental health professional, preferably the Mental Health Director and/or Clinical Supervisor at the respective facilities.
    - b. Supervision will occur a minimum of one hour weekly during which clinicians will review individual cases, data and trends pertaining to the quality of services and care provided. This information may come from DOC reports, Continuous Quality Improvement (CQI) activities, grievances, adverse events or any other source.
    - c. Psychiatrists will be encouraged to attend and participate in these weekly meetings.

<b>STATE OF DELAWARE</b> <b>DEPARTMENT OF CORRECTION</b>	<b>POLICY NUMBER</b> C-02.1	<b>PAGE NUMBER</b> 2 of 3
<b>SUBJECT: CLINICAL PEER REVIEW FOR MENTAL HEALTH</b>		

- d. Supervision will be documented in writing and will be audited periodically by the State-wide Mental Health Director.
- e. The State-wide Mental Health Director will provide clinical direction to the site Mental Health Director based on the results of these audits, particularly in complex cases.
2. Individual clinical supervision of all mental health clinicians will be provided on a monthly basis.
    - a. Supervision will be provided by a licensed mental health professional, preferably the Mental Health Director and/or Clinical Supervisor at the respective facilities.
    - b. Monthly supervision will be a minimum of one hour and will focus on individual cases. It is expected that in most months a minimum of five cases will be reviewed per month.
    - c. Supervision will be documented in writing and will be audited periodically by the State-wide Mental Health Director.
    - d. The State-wide Mental Health Director will provide clinical direction to the Mental Health Director based on the results of these audits, particularly in complex cases.
3. The State-wide Mental Health Director will provide and document monthly supervision of all site Mental Health Directors and Clinical Supervisors. Monthly supervision will be a minimum of two hours per month and will include the following areas:
    - a. notes documenting supervision provided at the respective facilities,
    - b. clinical cases handled by the Mental Health Director and Clinical Supervisor, and
    - c. CQI trends.

<b>STATE OF DELAWARE DEPARTMENT OF CORRECTION</b>	<b>POLICY NUMBER C-02.1</b>	<b>PAGE NUMBER 3 of 3</b>
<b>SUBJECT: CLINICAL PEER REVIEW FOR MENTAL HEALTH</b>		

4. A log recording the names, dates, and times of all individuals participating in supervision will be maintained by the state-wide mental health director and is to be provided quarterly to the DOC Bureau of Correction Health Care Services. Documentation of the individual supervision session will be maintained on site by the individual providing the supervision.

**References:**

National Commission on Correctional Health Care: Standards for Health Services in Prisons, 2008, P-C-02.

National Commission on Correctional Health Care: Standards for Health Services in Jails, 2008, J-C-02.

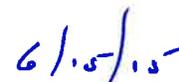
American Correctional Associations: Standards for Adult Correctional Institutions, 4<sup>th</sup> Edition, 2008 Supplement. 4-4411

<b>STATE OF DELAWARE</b> <b>DEPARTMENT OF CORRECTION</b>	<b>POLICY NUMBER</b> C-02.1	<b>PAGE NUMBER</b> Review Addendum
<b>SUBJECT: CLINICAL REVIEW FOR MENTAL HEALTH</b>		

I have reviewed this policy and it is scheduled for revision.



Acting BCHS Bureau Chief  
Vincent F. Carr, DO, FACP



Date