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MENTAL HEALTH SERVICES

I. POLICY

- A. Corrections Division personnel will work closely with mental health staff in order to provide adequate mental health services in a secure environment for both personnel and the inmates

II. RESPONSIBILITIES

A. CORRECTIONS DIVISION

1. Provide a consulting role defining level of service pursuant to Title 15 (Minimum Jail Standards) or legal requirements.
2. Provide security for both inmate and mental health personnel.
3. Provide personnel to accommodate transportation for inmates who require mental health attention outside the Mendocino County Jail.
4. Provide for the internal movement of inmates to the medical facilities within the Mendocino County Jail.
5. Provide adequate space within the Mendocino County Jail to accomplish mental health programs.
6. The Facility Supervisor, Corrections Lieutenant, and/or Corrections Division Commander will retain the ability to arbitrate any conflict between Corrections Division personnel and mental health staff concerning issues affecting the security of the Mendocino County Jail.

B. MENTAL HEALTH STAFF

1. Provide a consulting role defining level of service pursuant to Title 15

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and/or other legal requirements.

2. Act as consultants to the Corrections Division personnel concerning environmental factors and any other area of mutual concern.
3. Be responsible for maintenance mental health records under their immediate control.
4. Provide a physician/administrator who will be responsible for the quality and quantity of all mental health care delivered to the inmate population.
5. Mental health staff will make timely visits to inmates in need of mental health services in order to complete interviews, examinations and/or counseling sessions.
6. Provide assistance in the management of inmates with mental health problems.

III. PROCEDURES

- A. The primary responsibility of the mental health staff is to provide required services for the entire inmate population who have mental health needs.
- B. Matters involving clinical judgment regarding mental health services will be the sole province of the mental health staff.
- C. Security regulations will be adhered to at all time by mental health services staff.
- D. Facility mental health services include:
 1. Physician and routine "sick call" at the Building One Main Detention Facility and Building Two Detention Facility;
 2. Prescribes medications and mental health treatments:
 3. Mental health evaluations; and
 4. Referral services for hospitalization in a clinical setting.
- E. After hours on-call crisis workers, are available through the Mental Health Department.

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- F. Housing of inmates in safety cells and the use of the restraint chair will be done with the supervision of the mental health staff when on site.

IV. MENTAL HEALTH SICK CALL

- A. Mental health sick call is conducted by a physician and/or the mental health nurse five days a week, Monday-Friday except holidays.
- B. Inmates wishing to be seen on mental health sick call will fill out a sick slip listing their name, housing location, date of birth and a brief synopsis of their complaint.
 - 1. Inmates may also be placed in sick call based on referrals from Corrections staff, medical staff or based on observations made by mental health staff.
- C. Sick slips will be placed in the medical box located at the front of each housing unit.
 - 1. Sick slips may also be given to medical personnel during medication pass.
- D. Inmates will be seen within 48 hours of receiving a sick slip or as determined by mental health staff.
- E. Mental health staff will see inmates in one of the medical rooms or at the inmate's cell.
 - 1. Correctional staff will not routinely be present during mental health interviews/examinations unless specifically requested by mental health staff or unless classification or other security concerns arise.
- F. If questions should arise concerning an inmate's mental health status prior to scheduled sick-call days, the Corrections Division staff shall, without unnecessary delay, contact the appropriate health personnel to triage the inmate, and follow the instructions/recommendations thereafter.

V. CLASSIFICATION INPUT FORM

- A. Mental health personnel will use the Classification Input form to advise Corrections Division personnel of their recommendations for housing changes such as placement on Administrative Segregation, placement in or clearance from a safety cell, or housing in certain cells such as a high observation cell with a camera.

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1. Classification Input forms with housing recommendations will be sent to the Facility Supervisor.
 2. The Facility Supervisor will make the necessary housing changes based on the recommendations.
 3. The Facility Supervisor will place the Classification Input form into the inmate's Classification File.
- B. The Classification Input form will also be used to inform Classification staff that an inmate is to be coded "mental health" in the computer system as well as if the inmate may be served with disciplinary sanctions based on their mental capacity.
1. These types of Classification Input forms will be given to the Classification Officers for input into the jail computer system.
 2. The form will be maintained in the inmate's classification file.

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VI. EMERGENCY RESPONSE

A. There are three levels of response:

1. Emergency - Actively suicidal or suicidal thoughts. Other concerns include intent, past history of suicide and current ambivalence regarding suicide.
 - a. Emergencies will be handled immediately by Corrections, medical or mental health staff.
2. Urgent - Past history of suicide, return from state hospital on medications, recent history of mental health treatment or is on mental health medication.
 - a. Will be handled as soon as possible.
3. Routine - such as, "Want to talk," "Can't sleep," or "Nerves," will be handled as circumstances warrant in a routine manner.

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