

# HEALTH SERVICES POLICY & PROCEDURE MANUAL

North Carolina Department Of Correction  
Division Of Prisons

SECTION: Care and Treatment of Patient -

POLICY # TX I-4

PAGE 1 of 2

SUBJECT: Inmate Acquired Medical Treatment Outside DOP

EFFECTIVE DATE: July 2012

SUPERCEDES DATE: May 2002

## References:

**Related ACA, NCCHC Standard**

**4<sup>th</sup> Edition Standards for Adult Correctional  
Institutions 4-4398  
2008 Edition Standards for Health Services in Prison,**

## PURPOSE

To provide guidelines on how an inmate can access treatment outside of Division of Prison.

## POLICY

Inmates may request to obtain health services from sources outside the Division of Prisons at their own expense.

## PROCEDURE

- A. To acquire medical services outside Division of Prison at an inmate's own expense, the following conditions must be met:
1. The applicant must be in minimum custody.
  2. The facility physician, dentist, or optometrist must determine the treatment is indicated and the inmate may benefit from the requested treatment.
  3. The inmate will complete a "Request for Outside Health Services" (DC-397) indicating the type of service requested and the source of funds. Money must be placed in the appropriate account prior to any treatment being initiated. \*The trust fund officer must place a hold on this money so it will not be used on other things.
  4. The clinician/provider of services will indicate the costs and certify the Division of Prisons is excused from any fiscal liability incurred as a result of the treatment.
  5. The facility head will determine the inmate has sufficient funds available, transportation is available, and security considerations have been met when obtaining services outside the DOP.
  6. Once the Request for Outside Health Services is completed, it will be submitted to the facility head and the nurse manager and health treatment administrator (when applicable). A copy shall be send to the Deputy Medical Director for final decision.
- B. If needed in order to acquire services, the Secretary of Correction or his designee may extend limits of confinement of the inmate.

*Paula Y. Smith, M.D.*

7/30/12

Paula Smith MD, Director of Health Services

Date

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SOR: Deputy Medical Director