

MEDICAL UNIT STAFFING PLAN

STANDARD NO(S):

NYSSA# 123

DATE:

June 22, 2009

REVISED: 01/14/2011

REFER TO:

Nancy Osborne, RN

I. OBJECTIVE:

To establish the Seneca County Correctional Facility policy and guidelines for the staffing plan of the facility medical department.

II. POLICY:

Seneca County Correctional Facility will have a written staffing plan, which assures that a sufficient number of qualified health service staff are available, or on call, to provide assessment and treatment consistent with contemporary standards of inmate care.

III. DETAILS:

- A.** The facility has a staffing matrix which outlines the staffing plan and has taken into consideration the following factors in its development:
 - 1. Size of the facility
 - 2. Location of the facility (e.g. rural vs urban)
 - 3. Types of services to be provided
 - 4. Scope of services to be provided
 - 5. Inmate population demographics (e.g. length of incarceration, prevalence of communicable diseases, etc.)
 - 6. Organizational structure (e.g. hours of service, physical layout of the facility, scheduling of sick call, chronic illness clinics, dental, mental health clinics, etc.)

7. Numbers and locations of inmates in segregation
 8. Levels of security and ease of movement of health service staff and inmates throughout the facility
- B.** At least on an annual basis, the nurse reviews the staffing plan and discusses any needed staffing changes with the physician and the Chief Administrative Officer and the Sheriff