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# CHAIRMAN'S MEMORANDUM

## NO. 01-2010

### March 3, 2010

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**TO:** SHERIFFS, JAIL ADMINISTRATORS, COMMISSIONERS OF CORRECTION, NEW YORK CITY WARDENS and FACILITY MEDICAL DIRECTORS

**RE:** Announcement From NYS Department of Health Regarding Prevention and Treatment of HIV/AIDS and Hepatitis C in Local Correctional Facilities.

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As of September 16, 2009, §206 (26) of the New York State Public Health Law requires the NYS Health Department to conduct annual reviews of policies and practices of correctional facilities regarding HIV, AIDS and Hepatitis C among inmates. The purpose of this review is to determine whether policies and practices are consistent with current, generally accepted medical standards and procedures used to prevent transmission and to provide treatment among the general public.

What is the implementation date?

Beginning September 2011, the AIDS Institute will conduct reviews of policies and practices of local jails.

What can you do to prepare?

1. Assure that a current e-mail address for the Chief Administrative Officer and Medical Director for the facility is available to the Commission of Correction. Please forward any contact updates to Peggy Loffredo, Supervisor, Forensic Medical Unit, at [peggy.loffredo@scoc.state.ny.us](mailto:peggy.loffredo@scoc.state.ny.us) or call her at (518) 485-2482.

2. The AIDS Institute will be sending out a survey electronically via Survey Monkey to the contacts you identify in #1. The survey will gather information about the inmate population, how medical care is provided in your jail, your ability to collect and report data, current policy and practices regarding HIV/AIDS and Hepatitis C and the best way to provide education to administrative and medical staff.

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New York State Commission of Correction  
80 Wolf Road, 4<sup>th</sup> Floor  
Albany, New York 12205  
(518) 485-2346

Thomas A. Beilein, Chairman

Daniel L. Stewart, Commissioner

Phyllis Harrison-Ross, M.D., Commissioner

3. You will receive the survey the week of March 15, 2010. Please fill out and return the survey by March 29, 2010. The AIDS Institute requests that you fill this out in a timely fashion. The survey results will help the AIDS Institute determine how to assist you over the next several months to prepare for the annual review of HIV, AIDS and Hepatitis C policies and practices as required by law.

The AIDS Institute and State Commission of Correction are working together to help you prepare for upcoming reviews through education, technical assistance and clear communication. Look for future communications and updates regarding this initiative.

Please contact Lyn Stevens, NP, MS, ACRN, Associate Director, Office of the Medical Director, NYSDOH AIDS Institute at 518-473-8815 or [lcs02@health.state.ny.us](mailto:lcs02@health.state.ny.us) with any questions.



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