



CHAIRMAN'S MEMORANDUM

NO. 20-98 September 11, 1998

TO: SHERIFFS, JAIL ADMINISTRATORS, COMMISSIONERS OF CORRECTION AND MEDICAL DIRECTORS

RE: ACCESS OF TB MEDICATION INFORMATION FROM DOCS

During the past year staff of the Commission of Correction's Forensic Medical Unit and the NYS Department of Health have visited ten county jails as part of an evaluation of Tuberculosis (TB) management programs. During these visits, jail medical departments reported problems in accessing TB information from some state correctional facility medical departments.

In discussing this issue with staff of the NYS Department of Correctional Services (DOCS) Division of Health Services, it became apparent that there should be a uniform system for obtaining such information..

Please find attached a sample fax request form that was developed to access TB information from DOCS facility medical units and will elicit information that is needed to determine if TB therapy needs to be initiated.

Procedure--

- 1) Call the state facility that released the inmate. Speak to the Nurse Administrator, Acting Nurse Administrator or Charge Nurse.
- 2) Inform the nurse that you will send a TB Summary form requesting the information. Inquire as to when the information will be faxed to your facility.
- 3) Completing the Fax Request--
Record inmates name or A.K.A.'s, date of birth, inmate's DOCS number, releasing facility name and release date. Send the fax to the nurse you spoke to.

If there are any problems with obtaining information from a specific facility, please contact DOCS Division of Health Services in Albany at 457-7072.

Commission of Correction, the NYS Department of Health, Bureau of TB Control and the DOCS Division of Health Services have agreed upon this procedure.

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Alan J. Croce, Chairman/Commissioner

Thomas J. Goldrick, Commissioner
Patricia R. Tappan, Commissioner

Disclosure of TB information **DOES NOT** require a signed patient release of information. This information can be shared with various medical departments as a requirement for continuity of care. Sharing TB information is beneficial to the patient and a safeguard of the public health in both correctional facilities and the communities to which inmates are released.

If you have any questions, please contact Bill Gaunay, RN, at 518 485-2482 or Peggy Loffredo, RN, at 581 485-2475.

Alan J. Croce, Chairman/Commissioner

