CALIFORNIA CORRECTIONAL
HEALTH CARE SERVICES

MEMORANDUM

Date:	July 17, 2020
To:	Chief Nurse Executive Diane O'Laughlin, Chief Medical Executive, Oliver Lau
From:	Heidi Halberg, Policy Analyst
Subject:	**2020 REVISION TO LOCAL OPERATING PROCEDURE 180 ACCESS TO CONTRACEPTIVES/FAMILY PLANNING FOR FEMALE INMATES**

A review was conducted on LOP 180 Access to Contraceptives/Family Planning for Female Inmates by the SRN II J. George, SRN II A. Briard, and CHSA I C. Regules. The following 2019 revisions were made:

1) Minor formatting.
2) Update WAC to IAC.
3) Updated signature blocks.

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Elk Grove, CA 95758

LOP Number:	**180**	Effective Date:	August 2016
LOP Title:	**ACCESS TO CONTRACEPTIVES/FAMILY PLANNING FOR FEMALE INMATES**	Revision Date:	September 2020
Program Area:	Medical Services Program	Attachments:	Yes ☒ No ☐

I. PROCEDURE OVERVIEW:

Folsom Women's Facility (FWF) shall establish a process to ensure female patients capable of becoming pregnant are provided with their choice of birth control method and emergency contraception approved by the United States Food and Drug Administration unless medically contraindicated. FWF shall also provide nonprescription birth control methods without the requirement of seeing a licensed health care provider.

II. RESPONSIBILITIES:

The Chief Executive Officer (CEO) and the Warden shall have overall responsibility for this procedure including implementation, monitoring and evaluation. The Chief Medical Executive (CME) and the Chief Nurse Executive (CNE) or their designees shall be responsible for the operation of this procedure.

III. PROCEDURE:

A. INTAKE SCREENING

1. Upon patient arrival to FWF, the Receiving and Release (R&R) Registered Nurse (RN) or designee will provide the patient with the Patient-Inmate Orientation Handbook to Health Care Services (*located at Lifeline -> Medical Services -> Clinical Resources -> Medical Services Resources -> Patient Orientation to Health Care Services*) with instructions relating to contraception counseling services.
   a. The R&R RN or designee shall ensure the patient signs a CDC 128-B, General Chrono (*Attachment A*) acknowledging receipt of the Patient-Inmate Orientation Handbook to Health Care Services.
   b. The R&R RN or designee shall provide the signed CDC 128-B to Health Information Management to be scanned into EHRS.
   c. The R&R RN or designee will document in the R&R log that the patient has received and signed for the Patient-Inmate Orientation Handbook to Health Care Services.
   d. Disqualifiers: If patient is over 60 years of age or has had a hysterectomy.
2. The R&R RN shall review the Electronic Health Record System (EHRS) to determine the Earliest Possible Release Date (EPRD) (*refer to Attachment B: Pre-Release Family Planning Flow Map*).
   a. If the EPRD is within 60 –180 days, the R&R RN shall complete the Pre-Release Family Planning Offer PowerForm.
      1) If the patient accepts the Family Planning appointment, selecting "yes" on the PowerForm will automatically fire the Primary Care Physician (PCP) Family Planning order for an appointment with the PCP with a compliance date of 30 days.
         a) The PCP shall discuss family planning and the patient's choice of birth control with the patient. Any ordered contraceptives shall be made available to the patient at least 60 days prior to release.

2) If the patient declines the family planning appointment, the designated FWF nursing staff shall ensure the patient signs CDCR 7225, Refusal of Examination and/or Treatment (*located on Lifeline ->HCDOM ->Forms*).

b. If the EPRD is beyond 180 days, the R&R RN shall order a Pre-Release Nursing Visit with a specified timeframe within 60 –180 days of the EPRD.

B. EDUCATION

1. The FWF Correctional Health Care Services Administrator I shall ensure the Family Planning Services posters (*Attachment C*) are displayed in the following areas within FWF:
   a. R&R
   b. Triage and Treatment Area
   c. B-Modular waiting area
   d. Dormitory television areas
   e. Dining rooms
   f. FWF Inmate Advisory Council (IAC) office
2. The Nurse Instructor or designee shall work collaboratively with FWF Inmate Peer Mentors, inmates hired to work in the Inmate Peer Education Program, to inform FWF patients of the Women's Health Care Curriculum classes offered through Peer Health Care Education. A list of available courses is available in the IAC office.
   a. FWF patients may sign up for any of the classes in the Women's Health Care Curriculum in the IAC office.
   b. On a monthly basis, the Nurse Instructor or designee shall review the signup list in the IAC office and ducat the patients for the scheduled class requested.
   c. The Nurse Instructor or designee shall be available during peer education classes to answer any questions regarding women's healthcare services offered.
   d. The Nurse Instructor or designee shall ensure FWF patients are advised that they may request family planning counseling and services at any time during their incarceration by utilizing the CDCR 7362, Health Care Services Request Form *(located in the housing units).*
   e. The Nurse Instructor or designee shall ensure FWF patients are advised that non-prescription birth control options (condoms) will be made available by custody staff during family visits and at time of parole without the requirement to see their Primary Care Provider (PCP).
   f. The Nurse Instructor or designee shall ensure each FWF patient or participant receives a certificate after completion of the four (4) session curriculum.

C. PRE-RELEASE COUNSELING *(refer to Attachment D: EHRS Workflow 100-240 Integrated_Pre-Release Family Planning)*

1. On a monthly basis, the Classification and Parole Representative, or designee, shall provide nursing staff with a list of patients paroling between 60 –180 days.
   a. The nursing staff shall review the parole list and determine patients who need family planning orders between 60 –180 days prior to release and forward a list to the R&R RN.
2. The R&R RN shall follow III.2 above.

IV. ATTACHMENTS:

- Attachment A: CDC 128B, General Chrono
- Attachment B: Family Planning Services Poster
- Attachment C: EHRS Workflow 100-240 Integrated_Pre-Release Family Planning

V. REFERENCES:

- Senate Bill 1433
- California Penal Code, Part 3, Title 2, Imprisonment of Female Prisoners in State Institutions, Chapter 3, Section 3409
- California Correctional Health Care Services (CCHCS), Health Care Department Operations Manual, Chapter 3 Health Care Operations, Article 1 Complete Care Model, Section 15 Access to Contraceptive and Family Planning Services
- CCHCS, Patient-Inmate Orientation Handbook to Health Care Services
- Local Operating Procedure 110: Priority Health Care Ducating
- Local Operating Procedure 121: Patient Health Education Inmate Peer Education Program

VI. APPROVAL:

DIANE O'LAUGHLIN, DNP
Chief Nurse Executive
Chairperson, Nursing Program Subcommittee

1-15-21
Date

OLIVER LAU, MD
Chief Medical Executive
Chairperson, Medical Subcommittee

1/19/21
Date

KAREN BROWN, MAOM, CCHP
Chief Executive Officer, Health Care
Chairperson, Quality Management Committee

2/22/2021
Date

RICK M. HILL
Warden
Folsom State Prison

Feb. 17, 2021
Date

Attachment A

INMATE: CDCR NUMBER: HOUSING:

THIS IS TO ACKNOWLEDGE THAT INMATE _____ HAS RECEIVED A COPY OF THE PATIENT ORIENTATION HANDBOOK AND HAS BEEN ADVISED OF THEIR RIGHTS TO SEEK FAMILY PLANNING SERVICES WITHIN 60 – 180 DAYS OF HER RELEASE, PER PENAL CODE SECTION 3409.

THIS IS AN INFORMATIONAL CHRONO AND IS NOT TO BE USED FOR DISCIPLINARY PURPOSES.

_____
PATIENT SIGNATURE

ORIGINAL: EHRS
CC: INMATE

_____

DATE: FOLSOM WOMEN'S FACILITY 128-B

INMATE: CDCR NUMBER: HOUSING:

THIS IS TO ACKNOWLEDGE THAT INMATE _____ HAS RECEIVED A COPY OF THE PATIENT ORIENTATION HANDBOOK AND HAS BEEN ADVISED OF THEIR RIGHTS TO SEEK FAMILY PLANNING SERVICES WITHIN 60 – 180 DAYS OF HER RELEASE, PER PENAL CODE SECTION 3409.

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_____
PATIENT SIGNATURE

ORIGINAL: EHRS
CC: INMATE

_____

DATE: FOLSOM WOMEN'S FACILITY 128-B

HEALTH CARE SERVICES

100-240 Integrated_ Pre-Release Family Planning

Last Updated: 4/10/2019
Reviewed: 4/15/2019
Approver: CLAC
CLAC Sign-off Date: 4/15/2019

Attachment B

Family Planning Services

Did You Know...

- *Women may request to continue to use materials for:*
  1) *Personal hygiene related to her menstrual cycle*
  2) *Birth control as prescribed by her doctor*
- *The Department will provide information and education regarding the available family planning services.*
- *Family planning services will be offered to women when they are between 180 days and 60 days of release, per her request.*

CA PC, Part 3, Title 2, Section 3409

You may be scheduled for

Family Planning Services

If you are within 180 to 60 days of your scheduled release date

How to Receive Services:

If you have questions
Submit a 7362 to see the PCP

If you would like Peer Education Training
Submit a Form GA22

Between 180 days to 60 days prior to release, patients can access education on the program and how to obtain services.

(Refer to the Orientation Handbook you received at arrival)

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