
 <p>State of Connecticut Department of Correction</p> <p><b>ADMINISTRATIVE DIRECTIVE</b></p>	Directive Number 8.4	Effective Date 5/1/2007	Page 1 of 4
	Supersedes Dental Services, dated 8/16/1999		
Approved By 	Title Dental Services		

1. Policy. The Department of Correction shall provide inmates with dental services.
2. Authority and Reference.
  - A. Code of Federal Regulations, 29 CFR Part 1910, Occupational Exposure to Bloodborne Pathogen; Needlesticks and Other Sharps Injuries, January 2001.
  - B. Connecticut General Statutes, Chapter 379 and Section 18-81.
  - C. Doe vs Meachum, Civil Action No. H-88-562 (PCD), November 2, 1990.
  - D. American Correctional Association, Standards for Adult Correctional Institutions, Fourth Edition, January 2003 Standards 4-4344, 4-4347, 4-4348, 4-4350, 4-4351, 4-4355, 4-4360, 4-4366, 4-4367, 4-4375, 4-4381, 4-4382, 4-4384, 4-4393, 4-4396, 4-4413 and 4-4427.
  - E. American Correctional Association, Performance-Based Standards for Adult Local Detention Facilities, June 2004, Standards 4-ALDF-4C-04, 4-ALDF-4C-05, 4-ALDF-4C-08, 4-ALDF-4C-20, 4-ALDF-4C-35, 4-ALDF-4D-01, 4-ALDF-4D-05, 4-ALDF-4D-11, 4-ALDF-4D-13, 4-ALDF-4D-14 and 4-ALDF-4D-23.
  - F. Standards for Health Services in Prisons, National Commission on Correctional Health Care, 2003, Standard P-E-06.
  - G. Standards for Health Services in Jails, National Commission on Correctional Health Care, 2003, Standard J-E-06.
  - H. Recommended Infection Control Practices for Dentistry, 1993 MMWR, Vol. 42/No.RR-8.
  - I. Administrative Directives 8.6, Credentials of Health Care Providers; and 8.7, Health Records Management.
3. Definitions. For the purposes stated herein, the following definitions apply:
  - A. Dental Examination. A dental examination which shall include, at a minimum, a review of the inmates health history, dental health history, pertinent laboratory studies, including Human Immunodeficiency Virus (HIV) status, and an oral examination including teeth, gums, and soft and hard tissue with radiographic and other studies, as appropriate.
  - B. Dental Health History. The process of collecting an inmate's dental health information, to include dental health history and current dental health data.
  - C. Health Services Staff. An individual employed by DOC, or the Department's provider for health services, on a part time, contractual, or full time basis who has responsibilities providing health services to inmates remanded to the custody of the Commissioner of Correction. Any student intern or volunteer under the supervision and direction of health services staff shall also be considered health services staff.

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4. Access to Dental and Periodontal Care. The contracted health services provider shall ensure that all inmates have access to quality dental care. Upon intake admission or transfer to a DOC facility, each inmate shall be provided with information describing available dental services and procedures for accessing the services. Inmates shall request dental care through the sick call request system. The contracted health care provider shall develop and employ processes to provide dental care which include but are not limited to: written policies (Dental Manual) describing levels of care, examples of routine care and examples of accessory care (care that is not routinely provided).
  
5. Oral Care Services. The contracted health care provider shall provide inmates with oral care services including but not limited to:
  - A. Admission Dental Screening. Within seven days of admission to a DOC facility each newly admitted inmate shall receive a dental screening consisting of a visual observation of the teeth and gums by appropriately trained health services staff. After the dental screening is completed each inmate shall receive instruction regarding routine care or referral for urgent care as appropriate.
    1. Routine Care. If the dental screening identifies only routine dental needs, the inmate shall be instructed to submit a written request for Dental Sick Call.
    2. Urgent Care. If the screening identifies a priority and/or painful dental condition, health-screening personnel shall immediately refer the inmate for a dental examination. If the screening and assessment indicates that a dental condition is identified as a priority treatment need, the dental examination shall be conducted within the first 72 hours of admission. Transfer to a community dental health care facility for emergency care shall be provided when determined by the dentist to be necessary.
  
  - B. Dental Examination. An initial dental examination shall be provided to each newly admitted inmate within three (3) months of admission. The dental examination shall include an assessment based upon a review of intake health screening information, health record documentation, dental health history, pertinent laboratory studies, including HIV status and an oral examination including teeth, gums, and soft and hard tissue with radiographic and other studies, as appropriate.
  
  - C. Diagnostic Services. Diagnostic services including radiographs and oral examinations.
  
  - D. Preventive Services. Preventive services including prophylaxis as determined by the dentist, and oral hygiene instruction, written in both English and Spanish, given to the inmate within seven days of admission.
  
  - E. Restorative Services. Restorative services including permanent fillings and temporary fillings. Restorative services shall be limited to teeth with stable structural integrity as determined by appropriately trained and licensed health services staff.

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- F. Endodontic Services. Endodontic services shall include root canal and/or apioectomy as determined by appropriately trained and licensed health services staff.
  - G. Removable Prosthodontics. Removable prosthodontic (an artificial structure made by or under the supervision of a dentist to replace a full or partial set of teeth) services, including construction and/or replacement, relining/re-basing or repair as determined by appropriately trained and licensed health services staff.
  - H. Dental Surgical and Outpatient Procedures. Dental surgical procedures and outpatient dental procedures by qualified health services dental personal within the scope of their profession and as approved by the Utilization Review Committee. All inmates upon whom oral surgery is performed shall be instructed on how to dispose of gauze used to stop bleeding to avert the transmission of bloodborne pathogens.
6. Dental Classification. A licensed dentist shall assign each inmate a dental classification score to identify the inmate's oral health status and shall document the classification in the health record. Classification scores are as follows:
- A. Class 1. No treatment needed;
  - B. Class 2. Treatment required, not urgent;
  - C. Class 3. Treatment required, urgent;
  - D. Class 4. Emergency treatment required; and,
  - E. Class 5. Treatment requiring approval of the Utilization Review Committee.
7. HIV Examination. A known HIV infected inmate shall be referred to and examined by the facility dentist within 72 hours if the admission health screening or comprehensive health evaluation reveals a painful or severe dental condition. If the admission health screening or comprehensive health evaluation of a known HIV infected inmate reveals a severe dental condition but the inmate is not experiencing pain, the inmate shall be referred to and examined by the dentist within one week. In all other cases the facility dentist shall examine an HIV infected inmate within 10 weeks of admission or diagnosis.
8. Treatment. An individualized treatment plan shall be developed by the dentist for each inmate with a dental condition requiring close dental supervision, prior to the initiation of treatment.
9. Dental Emergency Services. Each inmate with a dental emergency shall be referred immediately by health services staff for appropriate treatment.
10. Off-Site Dental Referral. If a dentist determines an inmate requires a level of dental care beyond that which can be provided within the Department of Correction, the dentist shall make a referral to the Utilization Review Committee for review and disposition.
11. Blood and Body Fluid Precautions. All health services/dental services personnel working in DOC dental units shall comply with the

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Occupational Safety and Health Administration, Occupational Exposure to Bloodborne Pathogens guidelines during the delivery of dental services.

12. Maintenance of Radiology Equipment and Radiation Protection. The contracted health services provider shall be responsible for maintaining all dental radiology equipment and for radiation protection in CDOC facilities including:
  - A. Implementing all applicable regulatory standard for producing radiographs. All dental x-ray units shall be registered with the Department of Environmental Protection.
  - B. Ensuring the use of appropriate radiation monitoring badges by all personnel working within the vicinity of an ionizing radiation source, with monthly review of badges by the contracted dental services provider's designated Radiation Safety Officer.
  - C. Providing inmates with appropriate shielding whenever possible from exposure to radiation.
13. Dental Records. Qualified dental services personnel shall document all inmate dental health information. Documented dental health information shall be filed in the inmate health record and shall be subject to all provisions in accordance with Administrative Directive 8.7, Health Records Management.
14. Exceptions. Any exceptions to the procedures in this Administrative Directive shall require prior written approval from the Commissioner.