



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Sheriff's Office  
**Department No.:** 032  
**For Agenda Of:** October 11, 2016  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5

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**TO:** Board of Supervisors

**FROM:** Department Bill Brown, Sheriff, 681-4290  
Director(s)  
Contact Info: Kelly Hamilton, Commander, 681-4326

**SUBJECT:** First Amendment to Correctional Medicine Agreement with Corizon Health, Inc.

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:** That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the First Amendment to the Correctional Medicine Agreement with Corizon Health, Inc. to increase staffing as follows: 2.8 Licensed Vocational Nurses full time equivalents (FTE), 2 Licensed Clinical Social Workers FTEs, 1 Psychiatric Nurse FTE, and increase hours for the contracted Psychiatrist from 25 to 40 hours weekly.
- b) Approve Budget Journal Entry #0004770 releasing \$265,000 in Contingency Funds and appropriate \$265,000 in the Sheriff's Office medical services unit.
- c) Determine that the above actions are government fiscal activities or funding mechanisms which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment, and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA guidelines.

**Summary Text:**

The jail is experiencing a significant increase in the amount of medications being dispensed, administered and delivered to the inmate population. The delivery of these medications is performed by a Licensed Vocational Nurse (LVN). In order to maintain timely and effective prescription distribution, the Sheriff's Office is requesting the addition of 2.8 LVNs, which is an increase from the 6.4 identified in the Correctional Medicine Agreement (see Attachment A). The Sheriff's Office will absorb the costs associated with this increase from its existing budget.

Furthermore, at the direction of the Board of Supervisors, the Sheriff's Office, in concert with Corizon Health, Inc., has developed and identified the appropriate mental health professionals to implement a de-escalation protocol for inmates housed in the jail's safety cells. This plan will require the addition of 2 Licensed Clinical Social Workers FTEs, 1 Psychiatric Nurse FTE, and increase hours for the contracted Psychiatrist from 25 to 40 hours weekly. If adopted, the increase will be paid for through the release of contingency funds.

**Background:**

On July 1, 2013, the Sheriff's Office entered into a contract with Corizon Health, Inc. to provide health care services to those incarcerated within the jail facilities. The contract was effective July 1, 2013, through June 30, 2015. The contract has been extended twice. The first extension (Attachment B) was effective from July 1, 2015, to October 31, 2015. The second extension (Attachment D) was effective October 1, 2015, through March 31, 2017.

**Distribution of Prescribed Medications**

An essential function of providing comprehensive health care services is the distribution of prescribed medications (med pass). The med pass function is performed by LVNs. There are four (4) scheduled med passes each day coupled with daily "make-up" passes. Due to the increase in prescriptions, this requires (2) LVNs for each medication pass. The current contract provides for 6.4 FTE for LVNs. In addition to medication pass, the LVN's duties also include providing treatments according to physician's orders in accordance with facility policy, document in the medical chart and medication administration record for all patients seen, notify charge nurse of medications needing to be refilled, assure personal and staff compliance to inmates' rights in the delivery of care, maintain a clean and organized medication cart and medication room, develop and maintain accurate accounting of all sharps and refrigerator log, assist in keeping the inventory sheet current, order medication and supplies for medication room and treatment areas, and assist with emergencies and or other providers during sick call or rounding. Due to a significant increase in the amount of medications being prescribed, there needs to be a coinciding increase to the LVN staffing which will provide for improved access, timeliness and consistency for medication distribution.

In reviewing a 3-month window last year, beginning May 1, 2015, through July 31, 2015, there were 190 new prescriptions ordered for the inmate population. In a direct comparison of this number for the same time frame of 2016, the comparison presented 639 new prescriptions ordered, which translates into a 236% increase of newly prescribed medications.

There are a few mitigating factors contributing to this increase. First, a new Doctor was hired who brought a higher level of community medical standards as it relates to practicing medicine. Her philosophy is to ensure that every opportunity for early intervention is provided as soon as possible, which includes prescribing medications to prevent exacerbating the condition being treated. Secondly, several months ago, Corizon implemented a process change that included assigning a Registered Nurse (RN) to the Intake Reception Center. This RN is responsible for completing all intake health screening forms prior to an inmate entering the secured part of the facility. This change has resulted in the earlier

bridging of medications and quicker referrals. Lastly, when comparing the average daily population from a year ago and using the same 3-month window from above, it resulted in an increase of 155 inmates. The average daily population during those time periods were 870 and 1,025, respectively.

### **Safety Cells**

Within a custodial facility, there are times when an inmate will enter into a crisis requiring the use of a safety cell for his or her own safety. In accordance with California Code of Regulations Title 15, the Sheriff's Office policy provides direction for the placement of an inmate into a safety cell when the inmate exhibits behavior indicating an immediate danger to themselves or others. Our goal continues to be providing a safe and secure environment with the least restrictive housing possible.

As a part of their daily requirements, Corizon mental health personnel are tasked with conducting evaluations of inmates who have been placed in a safety cell due to being a danger to themselves or others. The weekly staffing allocations for this mental health services are as follows: 2 FTE (80 hours) for Licensed Clinical Social Workers (LCSW), 1 FTE (40 hours) for a Psychiatrist Registered Nurse, and 0.652 FTE (25 hours) for a Psychiatrist. Currently, their hours are limited to 2 staff working 10 hours (7:00 a.m. - 5:00 p.m.), Monday through Friday, and only 1 staff member, working the same hours, for each weekend day. This schedule creates a void for evaluations to take place from 5:00 p.m. until 7:00 a.m. throughout the week.

In an effort to decrease the amount of time an inmate spends in a safety cell and address potential mental health concerns, a de-escalation plan has been developed and will be implemented as follows:

#### 1. 0-12 Hours in a Safety Cell:

- a. Whenever possible, mental health personnel will provide immediate intervention **prior** to placement into a safety cell for those inmates who display signs of psychosis or verbalize an intention to harm themselves or others only during scheduled duty hours (0700 to midnight).
- b. If not evaluated prior to placement in a safety cell, mental health personnel will assess inmates within the first hour of placement only during scheduled duty hours (0700 to midnight).
- c. During scheduled duty hours (0700 to midnight), mental health personnel will evaluate an inmate for continued retention every 4 to 5 hours in a 24-hour period.
- d. An evaluation for retention will be completed at the end of each day by mental health personnel.
- e. During scheduled duty hours (0700 to midnight), the psychiatrist will examine inmates in safety cells. On call psychiatry services are available 24/7.
- f. Mental health personnel will document current mental health status, risk assessment, and therapeutic interventions at every interaction with inmates.
- g. At or before 12 hours in a safety cell, mental health personnel will complete the "Safety Cell Step Down" form. (Attachment E)

2. 12+ hours in a safety cell:

- a. The “Safety Cell Step Down” form is completed.
- b. C.A.R.E.S. Mobile Crisis Unit will be called for a 5150 evaluation.
- c. Mental health personnel will also work in conjunction with C.A.R.E.S. for appropriate treatment for inmates.
- d. Mental health personnel will continue with 1.c., d., and e. above.
- e. Mental health personnel will follow up regularly with C.A.R.E.S. to inquire about pending evaluation and placement.

The implementation of this plan will close the gap in mental health services, resulting in the decrease in amount of time inmates spend in safety cells as well as providing an opportunity for early intervention, thus decreasing the amount of usage. To effect this change, Corizon Health, Inc. has provided a staffing plan (see Attachment D). This staffing plan will cost an approximately \$265,000 for the remaining six (6) months of the existing contract.

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

Narrative:

The First Amendment to the Correctional Medicine Agreement lists the addition of several positions at various FTEs. For all of them, the anticipated period of additional service is October 4, 2016 through March 31, 2017, or a period of six months. The exact cost will not be known until staff to fill these positions are hired and on the job. Therefore, all costs noted below are “not-to-exceed”.

The “med pass” LVN’s will cost an estimated \$116,550 during this timeframe. The Sheriff’s Office has sufficient contractual funding and budgeted funds to cover this cost in this fiscal year.

The de-escalation program staff will cost approximately \$265,000 during this timeframe. Budget Journal Entry #0004770 will provide funding from Contingency to the Sheriff’s Office to cover these costs.

**Special Instructions:**

Please provide the minute order and 2 copies of the executed First Amendment to Commander Kelly Hamilton of the Santa Barbara Sheriff’s Office.

**Attachments:**

- A. Correctional Medicine Agreement with Corizon Health, Inc.
- B. 1<sup>st</sup> Contract Extension
- C. 2<sup>nd</sup> Contract Extension
- D. First Amendment to Correctional Medicine Agreement
- E. Safety cell “Step-Down” form.
- F. Budget Journal Entry -0004770

**Authored by:**

Kelly Hamilton, Commander

**cc:**