

# Licensure, Certification and Registration Requirements

## 718.1 PURPOSE AND SCOPE

The purpose of this policy is to recognize that inmates are entitled to health care services that are provided by qualified health care professionals working within the scope of their respective licensure, certification, registration and training. This policy also establishes a credentials verification process.

## 718.2 POLICY

It is the policy of this agency that all qualified health care professionals who provide health care services to inmates possess the required licensure, certification or registration appropriate to their field of expertise.

The current credentials and job descriptions for all qualified health care professionals will be on file at the facility and retained in accordance with established records retention schedules.

Only qualified health care professionals may provide health care to inmates unless care by non-professionals has been authorized in accordance with laws governing health service delivery (Wis. Admin. Code DOC § 350.14(3)).

### 718.2.1 NURSING CARE

Nursing care shall be provided in accordance with the practice established by the Wisconsin Board of Nursing (Wis. Admin. Code Ch. N 6; Wis. Admin. Code DOC § 350.14(2)).

## 718.3 CREDENTIALING AND FILE MAINTENANCE

A completed file of current licenses, certifications, registration, reference checks and applications shall be maintained by the Agency Department of Human Resources and by the Responsible Physician or the authorized designee at this facility (Wis. Admin. Code DOC § 350.14(3)).

- (a) The Responsible Physician or the authorized designee should obtain confirmation of current licensure, certification and registration prior to making any offer of employment.
- (b) Individuals should be required to pass a job related pre-employment background investigation.

## 718.4 STUDENTS AND/OR INTERNS

If the health care services provided to an inmate are performed by an intern, resident or student who is authorized to provide specific health care services as part of a formal medical training program, the individual will work under the control and supervision of a qualified health care professional. An intern, student or resident shall only be assigned tasks for which they have been trained.

There shall be a written agreement between the facility and the educational or training program that covers the services to be provided by an intern, student, or resident.

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Any student, intern or resident working in the facility shall participate in a facility orientation prior to performing any health care services.

All interns, residents or students shall be required to agree in writing to abide by all facility policies, including those relating to hostages, facility security and the confidentiality of information.

All training provided, written agreements and/or contracts shall be maintained in the intern, resident or student's file by the Responsible Physician or the authorized designee in accordance with established records retention schedules.