DEPARTMENT OF CORRECTIONS

Policy:	**500.100**
Title:	**Offender Co-Payment for Health Services**
Effective Date:	**3/6/18**

PURPOSE: To promote offender self-reliance and participation in the offender's own health care decisions, and provide a disincentive for the inappropriate use of health resources.

APPLICABILITY: Adult facilities

DEFINITIONS:

Chargeable visit – an encounter with a health care practitioner provided at the request or initiation of an offender, either through sick call, an encounter outside of the emergency definition, or an unscheduled walk-in visit.

Co-payment – a flat dollar amount set by the legislature that is charged to an offender every time a chargeable visit occurs.

Emergency – a condition considered to be life threatening or related to loss of limb or major body function requiring immediate attention as recognized or identified by a qualified staff person.

Health care practitioner – a health care professional who collects information on, assesses, delivers, or orders health treatment for an offender and/or provides health education to an offender, including such examples as physicians, dentists, physician assistants, nurse practitioners, registered and licensed practical nurses, and other ancillary health care professionals.

Health care services – medical and/or dental services provided by health care practitioners.

Income contract – a contract the department enters into to place federal offenders, Immigration and Customs Enforcement (ICE) detainees, or other offenders placed in a department facility from a county. It does not include the interstate compact contract.

Reportable communicable disease – a transmittable disease that must be reported, by law, to the Minnesota Department of Health.

PROCEDURES:

A. An offender is assessed a $5.00 co-payment whenever the offender initiates a chargeable visit, including routine medical, dental, eye, and physical examinations. Exceptions are listed in Procedure B.

B. Co-payments are not assessed in the following instances:
   1. For care provided during a transitional care unit (TCU) stay at Minnesota Correctional Facility-Oak Park Heights if the offender was admitted for medical reasons.
   2. For annual Mantoux, initial HIV and HCV testing, and immunizations.
   3. For initial testing, treatment, and follow up for reportable communicable diseases.

4. For health care practitioner initiated clinic visits, including ordered or scheduled follow-up visits or visits part of chronic disease management protocol for asthma, seizure disorder, diabetes, hypertension, cardiac disease, or HIV.
5. For emergencies.
6. For work related injuries verified by an incident report and reported at the time of the injury.
7. For initial evaluation and treatment of injuries resulting from an assault.
8. For renewal of life-sustaining medications necessary for chronic disease management of conditions such as asthma, seizure disorders, diabetes, cardiac disease, hypertension, or HIV.
9. To review or obtain lab, x-ray, or other diagnostic test results.
10. Report of an alleged sexual assault, abuse, or harassment.
11. Offenders placed pursuant to an income contract.

C. Offenders who believe an erroneous co-payment has been assessed may send a kite to health services with a copy of the offender account statement, requesting a review of the charges within 30 days of the charge. Kites received after that date do not receive a refund.

D. Offenders with insufficient funds or classified as indigent are not denied health care. The co-pay charge is logged in the offender's spending account with a negative balance until the offender has available funds to cover partial or total cost of care.

E. Health services maintains and forwards a log of offenders being assessed co-payments to the facility's financial services at least weekly. Records of co-payment deductions are retained in the financial services unit.

INTERNAL CONTROLS:

A. Documentation of offender co-payments is maintained in the financial services unit offender accounts.

ACA STANDARDS: 4-4345

REFERENCES:
Minn. Stat. §243.212
Policy 300.100, "Offender/Resident Accounts"
Policy 500.055, "Dental Services"
Division Directive 300.140, "Indigent Offenders"
Prison Rape Elimination Act (PREA), 28 C.F.R. §115 (2012)

REPLACES: Division Directive 500.100, "Offender Co-Payment for Health Services," 3/1/16. All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

APPROVED BY:
Deputy Commissioner, Facility Services
Deputy Commissioner, Community Services
Assistant Commissioner, Facility Services
Assistant Commissioner, Operations Support