

STATE OF MARYLAND
DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES

 DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES DIRECTIVE	PROGRAM: MENTAL HEALTH SERVICES	
	DPSCSD #: 124-005	
	TITLE: Definitions	
	ISSUED: December 20, 2000	
	CLINICAL AUTHORITY:	ASST. DIRECTOR
	AUTHORITY:	DIRECTOR
	APPROVED:	DEPUTY SECRETARY

- I. REFERENCES: DPSCSD #124-003
- II. PURPOSE: To establish definitions of the terms used within all mental health services directives and clinical protocols.
- III. DEFINITIONS:
- A. ADMINISTRATION DIRECTIVE - A document which establishes Department of Public Safety and Correctional Services policies, procedures, and administrative requirements for a Department of Public Safety and Correctional Services program. Directives are written or reviewed by the director and approved by the deputy secretary.
 - B. ASSESSMENT - A process for determining an inmate's current mental status, psychological problem areas, or concerns which are conducted by an appropriately privileged clinician. The clinician performing the assessment shall determine the appropriate components to be employed.
 - C. CASE MANAGEMENT SERVICES - Services provided to inmates in Department of Public Safety and Correctional Services facilities through the classification process which relate to institutional programming, court proceedings, security level determination, preparation for parole, release planning, and other activities relating to the inmate's incarceration.
 - D. ASSISTANT DIRECTOR OF MENTAL HEALTH SERVICES - The assistant director of mental health services shall be a psychologist licensed by the Maryland Board of Examiners of Psychologists who retains clinical authority for treatment activities within the mental health program of the department. The assistant

director shall report to the director and liaise with other DOC and DPDS program staff through the wardens.

- E. CHIEF PSYCHOLOGIST - Each institutional psychology department shall be supervised by a chief psychologist. He/she shall be licensed by the Maryland Board of Examiners of Psychologists. The chief psychologist shall be responsible for directing the psychology department in the institution under the clinical authority of the assistant director of mental health services. The chief psychologist shall communicate with the warden of the institution to ensure that the warden is apprised of all psychology issues and projects.
- F. MENTAL HEALTH PROGRAM DIRECTOR – In pre-approved situations where a licensed psychologist cannot be placed, a licensed professional counselor may be assigned as department head for the psychology department. This person will have administrative authority within that department.
- G. CONTRACTUAL MENTAL HEALTH STAFF – Psychiatrists, social workers, psychology associates, psychiatric nurses hired by the medical services provider contracted by the State to provide mental health services.
- H. CLINICAL PRIVILEGING - A process of evaluation of the training and experience of clinical staff members. Verification of appropriate training and experience will determine the clinical activities assigned to staff members.
- I. CLINICAL PROTOCOL - A document which establishes a standard of care and guidelines for the provision of a service by a qualified clinical practitioner.
- J. CORRECTIONAL MENTAL HEALTH CENTER - JESSUP (CMHC-J) This nomenclature represents two distinct in-patient units. CMHC-J for women is a 10- bed inpatient unit located at Maryland Correctional Institution for Women (MCI-W). It is intended to serve as the inpatient facility for sentenced women incarcerated in the Department of Public Safety and Correctional Services.

The CMHC-J for men is located within the Patuxent Institution. It is a 190-bed in-patient facility for sentenced males. Both facilities are operated under the supervision of the director and the assistant director for the Department of Public Safety and Correctional Services.

- K. CORRECTIONAL MENTAL HEALTH CENTER– BALTIMORE (CMHC-B)

This nomenclature represents two distinct inpatient units for the Division of Pretrial Detention and Services. CMHC-B for women is a 24-bed medical/mental health inpatient unit located in the Women’s Detention Center (WDC). It is intended to serve as the inpatient facility for women detained awaiting trial in Baltimore City.

The CMHC-B for men, located at the Baltimore City Detention Center (BCDC), is a 38-bed facility for men detained awaiting trial in Baltimore City. Both of these facilities are also operated under the supervision of the director and the assistant director for the department.

- L. INFORMED CONSENT - A formal process to provide the inmate with specific information about the treatment or assessment process. The informed consent will inform the inmate concerning the limits of confidentiality. This requires a written acknowledgment of consent of the inmate before the process continues.
- M. MENTAL HEALTH PROVIDERS –
1. Doctoral Level:
 - (a) Ph.D., Psy.D., Ed.D in psychology or related field who is licensed by the Maryland Board of Examiners to provide services as a psychologist.
 - (b) Ph.D., Psy.D., Ed.D. in psychology or related field who is license eligible may be employed as a Psychology Associate (III).
 2. Master's Level:
 - (a) Psychology Associate – possesses a master's degree in Psychology or related field who meets the criteria and is qualified as a psychology associate by the Maryland Board of Examiners. These credentials must be evaluated/approved by the director or designee.
 - (b) Licensed Clinical Professional Counselor – a mental health professional who has met the requirements established by the Board of Examiners for Counselors whom the Board has granted a license in the State of Maryland.
 - (c) Social Worker - An individual with a master’s degree in social work and who has been granted a license by the governing body of social work in the State of Maryland.
- N. MENTAL HEALTH RECORDS - are defined as manual or automated data recorded by State or contract mental health personnel which document health care rendered to an inmate primarily in connection with the diagnosis, evaluation, treatment, case management, or rehabilitation of any mental disorder.

- O. MENTAL HEALTH SCREENING - A clinical interview conducted by a physician's assistant, nurse, psychologist, or psychology associate to establish previous history of mental health hospitalization, treatment, or problems that include an assessment of mental status.

- P. SPECIAL NEEDS UNIT - A specified housing unit within an institution designated for inmates identified as requiring special management as a result of a mental health assessment. A special needs unit is a supportive milieu established to provide mental health services for those inmates who may: a) be chronically ill, b) have severe adjustment disorders, c) have borderline or retarded intellectual abilities, d) have neurological deficits, or e) other psychiatric problems. These inmates are not necessarily in need of treatment in a mental health unit, but cannot be reasonably maintained in the general population. This unit should not be confused with special management units such as disciplinary segregation, administrative segregation, or protective custody. Special management units are not specifically mental health in nature; however, mental health services are provided to those units when necessary.

IV. SUPERSEDES: DCD 124-005 dated January 7, 1994.

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