

U.S. Department of Justice
Federal Bureau of Prisons
Health Services Division



Medical Classification

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A Health Services Division Instruction Booklet

Revised: November 2004

Prepared by:
Systems Analysis Branch

PROJECT INTRODUCTION

The purpose of the inmate Medical Classification system is to identify inmate health care needs and assign inmates to facilities with appropriate medical capabilities. Similar to the Security and Custody Classification system, a score will be created for each inmate based on their need for medical care at the time of initial designations. A SENTRY assignment will be made and the inmate will be designated to an institution with appropriate medical resources. These assignments will be updated by health services staff at in-transit and at the designation institutions as needed.

A Medical Designation Calculator has been designed to score the healthcare needs of new commitments based on medical and mental health information from pre-sentence investigation (PSI) reports. Accordingly, SENTRY has incorporated inmate medical care levels. A new category (CAR), with new assignments (SCRN1, SCR2, etc.), has been made to specifically document inmate medical needs.

All new commitments will require a CAR assignment into the SENTRY Designation screens.

STAFF RESPONSIBILITIES

INITIAL DESIGNATION

CCM Office

- Read current inmate referral information (PSI, USM 129, etc) for medical issues. As with all designations, the most current information available will provide the most appropriate designation.
- SENTRY requires a CAR assignment entry for every designation transaction (the PPG1 transaction).
- Use the medical calculator to determine the inmate care level for all new commitments to BOP facilities.
- For pre-sentence inmates currently in BOP custody, use the medical CAR assignment created by health services staff's review of current inmate medical records.

Institution

- HSD staff will create and keep current CAR assignments for all inmates, including those held in a pretrial status.
- HSD staff will replace the screening CAR assignments (SCRN1, SCR2, etc) with the medical care assignments (CARE1, CARE2, etc.). Since these assignments will be based on clinical medical examination, the CARE assignments will be used exclusively by health services staff.

Central Office.

- OMDT will verify the referred inmate's CARE level and designate to Medical Referral Centers or medical beds as appropriate.
- OMDT will record information useful in improving the medical calculator.

Regional Office

- Regional designators will use the medical calculator for inmates who have violated parole.
- SENTRY will **require** an inmate CAR assignment for every initial designation. SENTRY matching will occur for any institution with an established CARE level¹ activated in SENTRY.
- SENTRY will show CARE levels as constraints² when displaying institutions in geographic order on PPG2.

HOLDOVER FACILITIES

BOP Institution

- Institution health services staff will verify inmate CAR assignments on all inmates during the intake screening process.
- CAR assignments will be changed by health services staff when there is a change in medical status.
- If the new CAR assignment is inappropriate for intended designated facility, health services staff will contact institutional correctional programs staff, who will contact regional staff.

Regional Office

- Regional staff will change the inmate's designation to an appropriate facility and ensure that inmate records are redirected to the new facility.

¹ As of December 2004, FCI Raybrook, FCI Yazoo City, FCI Sandstone, FCI Safford, FCI Three Rivers, FCI Manchester, FPC Yankton, USP Lee, USP Pollock, and USP Atwater have been identified as care level 1 facilities.

²As of December 2004, only USP Lee will show these SENTRY constraints. Constraints for other facilities will be phased-in .

REDESIGNATIONS

Referring Institution

- Medical staff must verify the accuracy of the SENTRY CARE assignment for every inmate considered for transfer. Medical care level will be a determining factor in redesignation transactions.
- For **all** inmates with CAR assignments, health services staff will keep the assignments updated and current in the inmate's medical record. In addition, medical staff will ensure the CARE level is accurate in SENTRY at all times.

Regional Office

- Regional designators will use one of the two medical classification transfer codes when an inmate moves for medical purposes of access to a higher (ARS transfer code 339) or lower (ARS transfer code 338) medical care level.
- Regional offices will designate care level 1 and 2 inmates.

WHO ASSIGNS INMATE CAR ASSIGNMENTS?

Screening CAR assignments will be based on non-medical documentation and will be created by:

1. CCM staff for inmates awaiting initial designation;
2. Regional designators for parole violators;
3. Office of Medical Designations and Transportation (OMDT) for inmates referred by CCM staff.
- 4 Central office staff working with WITSEC and long-term criminal aliens/Mariel Cuban detainees.

Medical CAR assignments will be based on "hands-on" medical examination and will be created by:

1. Institution clinical staff for inmates in BOP custody (for redesignation, pre-sentenced inmates, or holdovers);

SENTRY Considerations

CAR Category: SCRN Assignments

The inmate's medical score is the number produced by the Medical Calculator based on the medical conditions you select and is shown in the SCORE box. This number directly corresponds to the new SENTRY CAR field and assignment that describes the inmate's required level of care (see table below).

The following are the possible inmate medical CAR assignments for use by community corrections staff for **initial designations**:

Medical Calculator Score	CAR assignment	CAR Assignment Description	SENTRY Group Code
1	SCRN1	CCM: Healthy/simple care	1
2	SCRN2	CCM: Stable chronic care	2
3	SCRN3	CCM: Complex care OMDT review	3
4	SCRN4	CCM: MRC care OMDT review	4

NOTE: Inmates without medical information will be scored as a SCRN2. This assignment will be verified at intake screening by BOP health services staff.

The CONTR DES code has been discontinued.

CAR Category: CARE Assignments

SENTRY CAR category assignment codes to be determined by **health care providers**:

CAR Assignment	CAR Assignment Description	SENTRY Group Code
CARE1	Healthy or simple chronic care	1
CARE2	Stable, chronic care	2
CARE3	Unstable, complex chronic care	3
CARE4	MRC care required	4

CARE1: Care level 1 inmates are generally healthy but may have limited medical or mental health conditions that can be easily managed by every 6 month clinician evaluations. Needed subspecialty care is limited (not regularly required and completed in less than 3 months.)

CARE2: Care level 2 inmates are stable outpatients that have chronic illnesses which may affect their level of functioning (e.g. their physical or mental health conditions may affect their ability to perform certain jobs), but they are independent in activities of daily living. Medical or mental health conditions require at least quarterly clinician evaluations.

CARE3: Inmates requiring review by OMDT for consideration of care level 3 placement or for refinement of the classification tool. Care level 3 inmates are medically complex outpatients that require at least monthly clinician evaluations and may have limitations in their ability to perform activities of daily living, but do not require daily nursing care. Mental health inmates in this classification require at least quarterly evaluation by a psychiatrist.

CARE4: Inmates requiring review by OMDT for consideration of MRC placement or for refinement of the classification tool. May require daily nursing care.

CLASSIFICATION AND DESIGNATIONS

PPG1

- Load the PPG1 "Security Designation Form."
- Enter the CAR assignment that corresponds to the score from the Medical Calculator (see *SENTRY Assignments* section).
 - You will enter the new assignment in the CAR ASGN field on the PPG1. This will be a **required** field for all entries. Community corrections offices are only permitted to enter SCRN assignments, or, if one is present, the inmate's existing CARE assignment created by health services staff.
 - For inmates who are having their first BP-337 added, the CAR field will display an assignment if the inmate has had one previously (e.g., a pretrial inmate, a halfway house failure, or a recently released probation violator).
 - The current CAR assignment is also displayed on the inmate's PP44.
 - You must verify the accuracy of this information and rekey it into the CAR ASGN field. The community corrections office can either key the displayed CAR assignment, or a SCRN assignment that represents an equal or higher level of care.
 - If any inmate is held in BOP custody (e.g., pretrial detainee), use the CARE level created by institution health services staff. **DO NOT USE** a score from the medical calculator if an inmate has current medical information available.
 - For inmates having a subsequent BP-337 added, the inmate's existing CAR assignment is displayed in the CAR ASGN field on the screen. The inmate's

existing CAR category assignment could be a CARE or a SCRN assignment. The community corrections office is permitted to enter a SCRN assignment designating a level of care equal to or greater than that of the CARE or SCRN assignment displayed in the CAR ASGN field. If a CARE assignment is displayed in the CAR ASGN field, the community corrections office can enter the same CARE assignment.

- After finishing the PPG1 data entry, the CAR field will be replaced by the FORM CAR field on the screen. The FORM CAR field will show the historical CAR assignment at the time the BP337 was scored and will be permanently stored along with all other classification scoring data.
- The MedCalc tool is intended to give you guidance on many routine medical conditions.
 - If an inmate has a SCRN1-2 score, the inmate can proceed through the routine classification and designation process **without** consultation with OMDT.
 - If an inmate has a SCRN3-4 score, all information should be referred to OMDT for further review. PPG1 will require that you enter a "Y" in the OMDT REF field.
 - Forward pertinent parts of the PSI, to include any information used to determine the score, and all other supporting documentation to OMDT.
 - You will be referring different types of cases to OMDT. Some cases will go to OMDT for a medical review, and others will be sent to evaluate future improvements in the medical calculator.
- Continue to use the comment field and include any medical information that may be helpful to OMDT or the designated institution for case review.
 - If OMDT needs to change the CAR assignment, they will use a PPG1 - "ADD" function to update the code.
- If the region is to complete the designation after OMDT's review, you will find that the case will be returned on your PP38 daily log and a comment will appear on the PP10 that the OMDT review is complete. You will no longer receive email announcing OMDT's completed review.

PPG2

- Perform the PPG2 transaction to review which institutions are appropriate for designation. Institutions with inappropriate CARE levels for an inmate will be accompanied by a constraint (CR1, CR2, etc.) on the PPG2 display.

- You may designate an inmate with a lower score to an institution with the same or higher CARE level. The opposite is not true and the transaction will be blocked.
- FCI Raybrook, FCI Yazoo City, FCI Sandstone, FCI Safford, FCI Three Rivers, FCI Manchester, FPC Yankton, USP Lee, USP Pollock, and USP Atwater have been identified as care level 1 facilities and will display constraints, as they have been assigned a CARE level³.

PPG3

- When designating inmates, only enter a facility with an appropriate CARE level.
- SENTRY will compare the inmate's current CAR assignment with the institution's assigned CARE level.
- If a CAR assignment has been changed via the PP34 prior to designation after the BP-337 was created, you will get an error message stating that the CAR assignment is outdated and needs to be updated.

SENTRY CARE Definitions for PPG1 (see the following sample SENTRY screens)

- The CAR field appears only for a PPG1 ADD and is the PP44 CAR assignment, if one is pre-existing. After a successful ADD, CAR changes to FORM CAR.
- FORM CAR is the CAR assignment associated with the BP337.
- CAR ASGN is the current CAR assignment, either newly created or as displayed on a PP44.
- Immediately after a successful ADD, CAR ASGN and FORM CAR will be the same.

³As of November 30,2004, only USP Lee will show these SENTRY constraints. Constraints for other facilities will be phased-in .

APPENDIX - SAMPLE SENTRY SCREENS

```
D CRL01 601.00 *      UPDATE SECURITY DESIGNATION      *      03-18-2002
PAGE 001              15:37:27
      REGNO: 11223-444  FUNC: ADD   FORM DATE/TIME:      ORG:
NAME: ADAMS          DONALD
RES: HERNDON, VA 20171  R/S/AGE: W/M/32   CAR: ←
OFFN/CHG: ROBBERY

CAR ASGN: *          PUB SAFETY: *          USM.....: *
JUDGE...: *          REC FACL...:          REC PROG:
DETAINER: *          SEVERITY...: * (MOS)...: *   LENGTH...: *

PRIOR...: *          ESCAPES...: *   VIOLENCE: *   PRECOMMT: /
V/S DATE:          V/S LOC...:          CR HX PT: *
SEC TOT.:          SCORED LEV:          OMDT REF: *
CCM RMKS:

G5000      HIGHLIGHTED FIELDS ARE IN ERROR - CORRECT AND PRESS ENTER
```

PPG1 Data Entry

The keyer is required to enter a CAR assignment in the CAR ASGN field.

The CAR assignment entered into the CAR ASGN field is based on the score produced by the medical calculator (or after consultation with field medical staff on pretrial inmates).

If the inmate already has a CAR assignment on the PP44, it will be displayed in the CAR field when performing the ADD function.

When you complete the transaction, the assignment you keyed into the "CAR ASGN" field will be displayed into the "CAR" field in the right corner of your screen. The CAR field will become the FORM CAR field.

D CRL01 601.00 * UPDATE SECURITY DESIGNATION * 03-18-2002
PAGE 001 15:44:13
REGNO: 11223-444 FUNC: ADD FORM DATE/TIME: 03-18-2002/1544 ORG: CRL
NAME: ADAMS DONALD BIL:
RES: HERNDON, VA 20171 R/S/AGE: W/M/32 FORM CAR: SCRN3

OFFN/CHG: ROBBERY

CAR ASGN: SCRN3 PUB SAFETY: A USM.....: E/VA
JUDGE...: TRINITE REC FACL...: REC PROG:
DETAINER: 1 SEVERITY...: 3 (MOS)...: 121 LENGTH...: 3
PRIOR...: 3 ESCAPES...: 3 VIOLENCE: 3 PRECOMMT: /
V/S DATE: V/S LOC...: CR HX PT: 12
SEC TOT.: 16 SCORED LEV: LOW OMDT REF: Y
CCM RMKS: EMPLOYEE FATHER'S PEST CONTROL COMPANY;DIRECTED BRIBES BE PAID
TO NYS HEALTH INSP TO AVOID INSP OF RESTAURANTS.M/1.REFERRED
TO 2BY.

G0005 TRANSACTION SUCCESSFULLY COMPLETED - CONTINUE PROCESSING IF DESIRED

PPG1 ADD function immediately after completion.

After the ADD completes, the CAR ASGN that was entered will be displayed in the FORM CAR area and will contain the same data. The CAR assignment in the FORM CAR field will be stored with the other initial designation data on the BP-337.

```
D CRL01 601.00 * UPDATE SECURITY DESIGNATION * 03-18-2002
PAGE 001 OF 001 15:55:32
REGNO: 11223-444 FUNC: DIS FORM DATE/TIME: 03-18-2002/1544 ORG: CRL
NAME: ADAMS DONALD BIL:
RES: HERNDON, VA 20171 R/S/AGE: W/M/32 FORM CAR: SCRN3
OFFN/CHG: ROBBERY
```

```
CAR ASGN: SCRN3 PUB SAFETY: A USM.....: E/VA
JUDGE...: TRINITE REC FACL...: REC PROG:
DETAINER: 1 SEVERITY...: 3 (MOS)...: 121 LENGTH...: 3
PRIOR...: 3 ESCAPES...: 3 VIOLENCE: 3 PRECOMMT: /
V/S DATE: V/S LOC...: CR HX PT: 012
SEC TOT.: 16 SCORED LEV: LOW OMDT REF: Y
CCM RMKS: EMPLOYEE FATHER'S PEST CONTROL COMPANY;DIRECTED BRIBES BE PAID
TO NYS HEALTH INSP TO AVOID INSP OF RESTAURANTS.M/1.REFERRED
TO 2BY.
```

```
G0005 TRANSACTION SUCCESSFULLY COMPLETED - CONTINUE PROCESSING IF DESIRED
```

PPG1 DISPLAY FUNCTION

In the PPG1 display screen, the FORM CAR field shows the CAR assignment at the time the BP-337 form was created or last updated. The CAR ASGN field shows the inmate's current CAR assignment, as it would appear on the PP44. You can update the scoring data for the CAR assignment using the REP in the function field only if you are the originating facility and the inmate has not already been designated.

D CRL01 600.00 * SECURITY/DESIGNATION * 03-19-2002
PAGE 001 OF 001 * DATA * 13:07:17
REGNO: 11223-444 NAME: ADAMS, DONALD ORG: CRL
RC/SEX/AGE: W/M/32 FORM D/T: 03-19-2002/1251 RES: HERNDON, VA 20171
OFFN/CHG.: ROBBERY

CUSTODY...: BIL: CR HX PT: 12 CAR: SCRN2
CITIZENSH: UNITED STATES OF AMERICA PUB SAFETY: NONE
CIM CONSID: USM: E/VA
JUDGE.....: TRINITE REC FACI: REC PROG:
DETAINER...: LOW/LOW MOD SEVERITY: MODERATE LENGTH..: 60-83 MOS (121)
PRIOR.....: SERIOUS ESCAPES.: < 5 YRS MINOR VIOLENCE: < 5 YRS MINOR
PRECOMMT...: N/A V/S DATE: V/S LOC.:
OMDT REF...: NO SEC TOT.: 16 SCORED LEV: LOW
CCM RMKS...: EMPLOYEE FATHER'S PEST CONTROL COMPANY;DIRECTED BRIBES BE PAID
TO NYS HEALTH INSP TO AVOID INSP OF RESTAURANTS.M/1.REFERRED
TO 2BY.

G0005 TRANSACTION SUCCESSFULLY COMPLETED - CONTINUE PROCESSING IF DESIRED

PPG0 - Display Security/Designation Data

Using the PPG0, the CAR field contains the CAR assignment the inmate was given via PPG1 when created or last updated and as stored on the BP-337.

NOTE: This screen displays information prior to a designation.

D MXR01 535.07 * INITIAL DESIGNATION DATA * 03-19-2002
PAGE 002 14:23:52
ORG: CRL CAR ASGN: SCR2
REGISTER NO.: 11223-444 LIST LEV: LOW FORM DATE/TIME: 03-18-2002/1544
NAME.....: ADAMS, DONALD BIL ASGN:
RACE/SEX/AGE: W/M/32 CUS: RES: HERNDON, VA 20171
OFFN/CHRG...: ROBBERY

CITIZENSHIP: UNITED STATES OF AMERICA JUDGE.....: TRINITE
REC FACL...:
PUB SAFETY: NONE REC PROG...:
DETAINER...: LOW/LOW MOD SEVERITY...: MODERATE
LENGTH....: 60-83 MOS PRIOR: SERIOUS ESCAPES....: < 5 YRS MINOR
VIOLENCE...: < 5 YRS MINOR PRECOMMT...:
V/S DATE...: V/S LOC....:
OMDT REF...: NO SEC TOTAL.: 16 LEVEL: LOW
REMARKS...: EMPLOYEE FATHER'S PEST CONTROL COMPANY;DIRECTED BRIBES BE PAID
TO NYS HEALTH INSP TO AVOID INSP OF RESTAURANTS.M/1.REFERRED
TO 2BY.

G0002 MORE PAGES TO FOLLOW . . .

PPG2 - Display Initial Designation Data, PAGE 1

The CAR ASGN field displays the CAR assignment as stored on the BP-337.

```

D MXR01 535.07 *          INITIAL DESIGNATION DATA          *          03-19-2002
PAGE 003 OF 003          DESIGNATE?: N          ORG: CRL          CAR ASGN: SCR2
REGISTER NO.: 11223-444 LIST LEV: LOW          FORM DATE/TIME: 03-18-2002/1544
NAME.....: ADAMS, DONALD          BIL ASGN:
RACE/SEX/AGE: W/M/32          CUS:          RES: HERNDON, VA 20171
OFFN/CHRG...: ROBBERY

*DESIGNATION FACILITIES - LOW          MILES CONSTRAINTS - - - - -
NYM CAD M NEW YORK MCC (CAD-MALE) 207
CRL 2CV FLUVANNA IGA 232
LEE LEE USP 35 CR1
LEE SCP LEE USP SCP 35 CR1
SDC CAD M SAN DIEGO MCC CAD-MALE 2280

```

←

```

P5160          ENTER 'Y' TO GO TO THE INITIAL DESIGNATION SCREEN.
G0005          TRANSACTION SUCCESSFULLY COMPLETED - CONTINUE PROCESSING IF DESIRED

```

PPG2 - Initial Designation Data - Page 2

The constraints field will now show facility medical CARE levels when an inmate's CAR assignment is inappropriate for the facility's CARE level. The first 2 characters will contain 'CR' and the third character will contain the number that represents the designation facility's medical CARE level (e.g., CR1).

In this case the inmate's CAR assignment is SCR2. The two Lee units are CARE level 1 facilities (CR1), which are inappropriate for this inmate's required level of care.

NOTE: For population management purposes, you can display the number of inmates by CAR assignment via a PP30.

```

D MXR01 603.00 *          ENTER          *          03-19-2002
PAGE 001 OF 001 *          INITIAL DESIGNATION      *          14:27:22

REGISTER NUMBER : 11223-444                      CAR ASGN: SCR2
NAME: ADAMS DONALD                                BIL ASGN:
RACE, SEX, AGE ...: W/M/32                        RES:  HERNDON, VA 20171
CUSTODY.....:                                     SCORED LEV:  LOW

FACILITY DESIGNATED...: NYM CAD M                INITIAL INMATE CUSTODY: IN
DESIGNATOR.....: MXR JLS                        REASON FOR DESIGNATION: S
MANAGEMENT REASON(S)...:
MGMT RSN EXPIRATION DT:
MGMT SECURITY LEVEL...:
* * * DESIGNATION REMARKS * * *

DES RMKS:

* * * CLEARANCE REMARKS * * *

0205 :
0210 :
0215 :
0220 :

P5943  CAR ASSIGNMENT OUTDATED. UPDATE OR ADD NEW BP337 BEFORE DESIGNATION

```

PPG3 - ENTER INITIAL DESIGNATION

The CAR ASGN field contains the inmate's CAR assignment stored within the BP-337.

If the current CAR assignment was changed using the PP34 after the PPG1 created the BP-337, you will get an error message. You must update the BP-337 (if you are the original keyer) or ADD a new BP-337 with the new CAR assignment before proceeding to the designation process.

```
D'MXR01 601.00 *          UPDATE SECURITY DESIGNATION          *          03-22-2002
PAGE 001 OF 001          15:20:29
      REGNO: 11223-444   FUNC: DIS   FORM DATE/TIME: 03-22-2002/1511   ORG: CRL
NAME: ADAMS              DONALD                      BIL:
RES: HERNDON, VA 20171   R/S/AGE: W/M/32   FORM CAR: SCR2
OFFN/CHG: ROBBERY
```

```
CAR ASGN: CARE4          PUB SAFETY: A          USM.....: E/VA
JUDGE...: TRINITE        REC FACL...:          REC PROG:
DETAINER: 1              SEVERITY...: 3   (MOS)...: 121   LENGTH...: 3
PRIOR...: 3              ESCAPES...: 3   VIOLENCE: 3   PRECOMMT: /
V/S DATE:                V/S LOC...:          CR HX PT: 012
SEC TOT.: 16             SCORED LEV: LOW      OMDT REF: N
CCM RMKS: EMPLOYEE FATHER'S PEST CONTROL COMPANY; DIRECTED BRIBES BE PAID
          TO NYS HEALTH INSP TO AVOID INSP OF RESTAURANTS.M/1.REFERRED
          TO 2BY.
```

```
G0005      TRANSACTION SUCCESSFULLY COMPLETED - CONTINUE PROCESSING IF DESIRED
```

If the error message appears, the keyer can display the PPG1 screen and see that the CAR assignment has changed. The FORM CAR field contains the BP-337 CARE level. The CAR ASGN field contains the current CAR assignment. Before designation can take place, the BP-337 CAR assignment must match the current CAR assignment.

There are two options:

1. If the CAR assignment was changed by mistake, correct it to match the BP-337 using PP34.
2. The originating facility of the BP-337 (CRL in this example) can update the BP-337 by keying REP in the FUNC field. This replaces the BP-337.

Once the CAR assignments match, the SENTRY transaction can be completed.