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COMMISSIONER

August 1, 2005

ADMINISTRATIVE REGULATION
NUMBER 612

OPR: TREATMENT

RECEPTION MENTAL HEALTH EVALUATIONS

I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes policies, procedures, and responsibilities for the mental health evaluation of inmates admitted to the ADOC. Reception mental health evaluations will document the inmate's mental history, current mental status and initial treatment recommendations. The reception evaluations will also provide the classification committee with useful information regarding the inmate's appropriateness for custody status and any specialized treatment or housing requirements that would benefit the inmate while incarcerated.

II. POLICY

ADOC psychology staff will evaluate all inmates, received by the ADOC, within fourteen days of admission to ensure that inmates with serious mental illness or developmental disability are referred for the appropriate mental health evaluation and treatment.

III. DEFINITION(S) AND ACRONYM(S)

See AR 602, Mental Health Definitions, for a definition of the following terms used in this AR:

Ammon's Quick Test

Beta III

Custody

Mental Health Code

Minnesota Multiphasic Personality Inventory-2 (MMPI-2)

Psychotropic Medications

Wechsler Adult Intelligence Scale-Third Edition (WAIS-III)

IV. RESPONSIBILITIES

- A. The Director of Treatment for ADOC is responsible for establishing policies and procedures that ensure all inmates admitted to ADOC receive a mental health evaluation.
- B. ADOC Psychologists and Psychological Associates are responsible for completing the mental health evaluations at the reception centers.
- C. ADOC classification staff or the contract mental health clerk is responsible for entering the mental health evaluation data into the ADOC inmate tracking system.
- D. The contract mental health staff is responsible for completing the reception mental health screening.
- E. The Psychiatrist is responsible for completing a psychiatric evaluation if the inmate is referred.

V. PROCEDURES

- A. The standard mental health reception process will be conducted as follows:
 - 1. Completion of AR 610, Reception Mental Health Screening, on the first day of the inmate's incarceration within the ADOC
 - 2. Completion of psychological assessments on the third day
 - 3. Completion of the reception mental health evaluation on the fourth day

The standard practice will be modified when an inmate's mental status requires immediate psychiatric evaluation and intervention or when automated scoring of the psychological assessments requires additional time.

- B. The standard reception mental health evaluation process includes:
 - 1. ADOC psychology staff review of:
 - a. Inmate's ADOC Form MH-011, Reception Mental Health Screening Evaluation
 - b. Mental health and medical documentation provided when inmate was admitted to the ADOC
 - c. Prior medical records if inmate has previously been incarcerated in the ADOC

2. ADOC psychology staff administration and scoring of the following psychological assessments:
 - a. WRAT-Level 2, Reading: To assess inmate's reading achievement and ability to complete the standard MMPI-2 written self-inventory
 - b. MMPI-2: To provide a baseline assessment of psychological functioning. The MMPI-2 will be administered by tape recording if inmate's reading skills are below a seventh grade level
 - c. Beta III: To screen for intellectual impairment
3. The Ammon's Quick Test will be used to confirm intellectual impairment when an inmate's score on the Beta III is below 70. If an inmate scores below 70 on both tests, an individual intellectual assessment will be conducted using the WAIS-III.
4. ADOC psychology staff will complete a clinical interview of the inmate. The interview will be documented on ADOC Form MH-015, Psychological Evaluation. If the inmate has been released from ADOC for less than two years and an ADOC Form MH-015 is in the inmate's file, ADOC Form MH-014, Psychological Evaluation Update, may be used to document the interview.
5. The clinical interview will include the following inmate information:
 - a. History of psychiatric hospitalization and outpatient treatment
 - b. Current psychotropic medications
 - c. Suicide risk
 - d. Drug usage
 - e. Alcohol usage
 - f. History of sex offenses
 - g. History of expressively violent behavior (violence where the goal is to injure the other person not to get something from the person)
 - h. History of victimization
 - i. Special education placement
 - j. History of cerebral trauma or seizures
 - k. Emotional response to incarceration

- l. Mental status
 - m. Family history of mental illness
 6. During the clinical interview, ADOC psychology staff will review the mental health services available to inmates and how inmates may request these services. If the inmate's medical record does not include an ADOC Form MH-002, Inmate Orientation to Mental Health Services, signed by the inmate, the inmate will be requested to sign an ADOC Form MH-002 for inclusion in the inmate's medical record.
- C. An inmate will be referred for a psychiatric evaluation if the inmate reports a history of:
 1. Mental health treatment
 2. Suicidal acts/ideation
 3. Unprovoked physical violence toward others or when the inmate's presentation suggests the need for psychiatric evaluation. The referral will be completed on ADOC Form MH-008, Referral to Mental Health, and/or orally when the evaluation is needed more quickly.
- D. ADOC psychology staff will assign each inmate evaluated a mental health code in accordance with AR 613, Mental Health Coding and Tracking of Inmates. The inmate's code will be noted in the designated space of ADOC Form MH-014 or MH-015.
- E. ADOC Forms MH-014 and MH-015 will be provided daily to the classification staff member or contract mental health clerk responsible for data input.
- F. ADOC Forms MH-014 and MH-015 will be completed in triplicate.
 1. The original copy will be forwarded to the Central Records Division.
 2. The yellow copy will be filed in the inmate's institutional file.
 3. The pink copy will be filed in the mental health section of the inmate's medical record.
- G. ADOC psychology staff will receive monthly printouts of inmates referred for the following mental health programming based on reception mental health evaluations:
 1. Stress management
 2. Reality therapy
 3. Values clarification

4. Depression
5. Sexual adjustment
6. Anger induced acting out
7. Self-concept enhancement
8. Healthy use of leisure
9. Personal development

VI. DISPOSITION

Refer to AR 601, Mental Health Forms and Disposition.

VII. FORMS

Refer to AR 601, Mental Health Forms and Disposition:

- A. ADOC Form MH-002, Inmate Orientation to Mental Health Services
- B. ADOC Form MH-008, Referral to Mental Health
- C. ADOC Form MH-011, Reception Mental Health Screening Evaluation
- D. ADOC Form MH-014, Psychological Evaluation Update
- E. ADOC Form MH-015, Psychological Evaluation

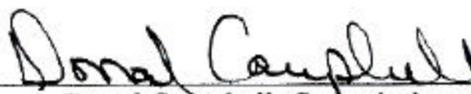
VIII. SUPERCEDES

This AR supercedes AR 452 dated February 26, 2002.

IX. PERFORMANCE

This AR is published under the authority of:

- A. The Bradley Agreement of August 8, 2000
- B. The National Commission on Correctional Health Care: Standards for Health Services in Prisons, 2003. (P-I-01)
- C. Department of Mental Health and Mental Retardation Statutory Authority:
The Code of Alabama, 1975, Section 22-50-11



Donal Campbell, Commissioner