STATE OF VERMONT
AGENCY OF HUMAN SERVICES
DEPARTMENT OF CORRECTIONS

Directive: 351.02

Subject:	**Medical Care For Offenders Injured On Community Service Teams**		
Effective Date:	**June 15, 1995**	**Review and Re-Issue Date:**	
Supersedes:	**10/19/92**	**APA Rule Number:**	

Recommended for approval by:		**Authorized By:**	
Signature	**Date**	**Signature**	**Date**

DIRECTIVE

1. **Authority:**

   1.1 28 V.S.A § 760.

2. **Purpose:**

   2.1 To describe medical care procedures for offenders injured while serving on community service teams.

3. **Applicability/Accessibility**

   3.1 This Directive is applicable to all Department of Corrections' employees and contract treatment providers.

4. **Directive**

   4.1 Offenders on furlough, offenders on PAF and offenders on a supervised community sentence, under Title 28, chapter 6, should be provided access to medical care if they suffer an injury while performing community work activity sponsored or directed by the Department of Corrections.

   4.2 Injury of Offenders on a Community Service Team:

   4.2.1 Community service team leaders have the following responsibilities when an offender on their service team is injured:

   4.2.1.1 Render appropriate first aide and/or seek proper medical attention.

   4.2.1.2 Fill out an Incident Report, Form 291, (see appendix A) and give it to his/her supervisor.

4.2.1.3 If the injured offender goes to the hospital or other medical facility for treatment, advise hospital staff of insurance coverage offered for offenders on community service teams.

4.2.1.4 Service team leaders will carry VIS (Volunteers Insurance Service) forms, See Appendix C, to be given to the emergency medical care provider to be filled out and forwarded to the insurance company.

4.3 INSURANCE COVERAGE

4.3.1 All offenders who are on furlough, supervised community sentence or probation are covered by insurance for accidental death and dismemberment, medical treatment, hospitalization and licensed nursing care for injuries received on a community service team. The insurance is provided by:

The Insurance Company of North America

1601 Chestnut Street

Philadelphia Pa 19192

Master Policy No. SGA- 783 (See Appendix B)

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4.3.2 CRSU Supervisors/Managers will assure that all COIII's are trained in the above directive and assure that they follow the requirements set forth.

5. Training Method

5.1.

6. Quality Assurance Processes

6.1.

7. Financial Impact:

8. References

9. Responsible Director and Draft Participants