

<p style="text-align: center;">STATE OF VERMONT</p> <p style="text-align: center;">AGENCY OF HUMAN SERVICES</p> <p style="text-align: center;">DEPARTMENT OF CORRECTIONS</p>	<p style="text-align: center;"><u>INTERIM MEMO:</u></p> <p style="text-align: center;">HEALTH SERVICES TITLE CHANGES</p>	<p style="text-align: right;">Page 1 of 2</p>						
<p>Local Procedure(s) Required: No.</p> <p>Applicability: All staff (including contractors and volunteers)</p> <p>Security Level: “B” – Anyone may have access to this document.</p>								
<p>Approved:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;"><u>SIGNED</u></td> <td style="width: 33%; border: none;"><u>12/15/2015</u></td> <td style="width: 33%; border: none;"><u>12/17/2015</u></td> </tr> <tr> <td style="border: none;">Lisa Menard, Commissioner</td> <td style="border: none;">Date Signed</td> <td style="border: none;">Date Effective</td> </tr> </table>			<u>SIGNED</u>	<u>12/15/2015</u>	<u>12/17/2015</u>	Lisa Menard, Commissioner	Date Signed	Date Effective
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The purpose of this interim memo is to change outdated references to health services position titles in Department of Corrections (DOC) directives, policies, procedures, and interim memos. This Interim Revision Memo will take **effect immediately**.

1. The following changes have been made to all DOC directives, policies, procedures, and interim memos:

Replace:

Health Services Director

With:

Health Services Administrator, or designee;

Replace:

Chief Nursing Officer

With:

Corrections Nursing Services Director, or designee.

2. Within any contracts, and solely for the Department of Correction’s internal, administrative purposes:

“Health Services Director” shall mean “Health Services Administrator, or designee;”
and

“Chief Nursing Officer” shall mean “Corrections Nursing Services Director, or designee.”