

JUVENILE COURT HEALTH SERVICES

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Subject: AVAILABILITY AND USE OF ELECTRONIC HEALTH RECORD		Original Issue Date: 1/31/03	Policy # E-101
		Supersedes: 5/21/2021	Effective Date: 3/25/2022
Departments Consulted: JCHS HIM/Medical Records Department	Approved By: (Signature on File) Health Services Administrator (Signature on File) Medical Records Director	Approved By: (Signature on file) Medical Director	

PURPOSE

To define JCHS policy regarding the availability and use of the health record for documentation by all health care professionals at each clinical encounter.

POLICY

JCHS Health Information Management (HIM) will maintain health service records within the Electronic Health Record on all youth in the Probation facilities. All the content, which include but is not limited to, procedures and education material has been approved by the Juvenile Court Health Services Medical Director.

Any juvenile custody information, including guardian information, may be included in the electronic health record (PEMRS). This information should only be relevant for clinical decisions and may include information such as history of violence, drug and alcohol use, mental condition at the time of arrest, possession of medication or details of the crime leading to arrest.

PROCEDURE

1. A health services record shall be maintained on each youth to provide documented evidence of the youth's physical condition, treatment, and medical care given.
2. The HIM Department shall make available health service records for approved case management planning, Quality Improvement (QI) audits, and sharing of information.

AUTHORITY

California Code of Regulations, Title 15, Article 8, Section 1406 & 1407

REFERENCE

NCCHC Standard Y-H-03, Y-H-04

REVIEW DATES

December 31, 2007; January 13, 2013; June 1, 2018; February 8, 2019; May 21, 2021; March 25, 2022