



**STATE OF MONTANA  
DEPARTMENT OF CORRECTIONS  
POLICY DIRECTIVE**

Policy No. DOC 4.5.51	Subject: <b>CLINICAL STAFF PROFESSIONAL DEVELOPMENT</b>	
Chapter 4: FACILITY/PROGRAM SERVICES	Page 1 of 2	
Section 5: Clinical Services	Effective Date: 4/19/2021	
Department Director Signature: /s/ Brian Gootkin	Revised:	
Medical Director Signature: /s/ Dr. Paul Rees		
Clinical Services Division Administrator Signature: /s/ Connie Winner		

**I. POLICY**

The Department of Corrections will ensure that all qualified health care and mental health professionals maintain current clinical knowledge and skills and participate in continuing education appropriate for their positions.

**II. APPLICABILITY**

All Department of Corrections secure care facilities.

**III. DEFINITIONS**

**Continuing Education** – Designed to keep health care professionals familiar and up to date with the ever-changing business and equipment involved in healthcare delivery. Examples may include staff development experiences; instruction given by a member of the health staff or a guest lecturer; attendance at programs offered by the facility or in the community by universities, hospitals, or other health care professionals; participation in NCCHC conferences, where formal continuing education credits are offered.

**Qualified Health Care Professional** – Physicians, physician assistants, nurses, nurse practitioners, dentists, mental health professionals and others who by virtue of their education, credentials, and experience are permitted by law to evaluate and care for offenders, including contracted or fee-for service professionals.

**Qualified Mental Health Professional** – Psychiatrists, psychologists, psychiatric social workers, psychiatric nurses, licensed professional counselors and others who by virtue of their education, credentials, and experience are permitted by law to evaluate and care for the mental health needs for offenders.

**Responsible Health Authority** – The Clinical Services Division Administrator that is tasked with ensuring the organization and delivery of health care in the facility.

**IV. DEPARTMENT DIRECTIVES**

**A. General Requirements**

1. The responsible health authority will maintain a list of the state's continuing education requirements for each category of licensure of all qualified health care and mental health professionals.
2. The responsible health authority must document compliance with continuing education requirements.
3. All qualified health care professionals who have patient contact must be current in cardiopulmonary resuscitation technique.

#### **B. Continuing Education**

1. All qualified health care professionals must obtain at least 12 hours of continuing education per year
2. All qualified mental health professionals must obtain at least 12 hours of continuing professional education per year; part-time staff prorate their continuing education hours on full-time equivalency. All qualified mental health professionals must obtain the hours of continuing professional education required to maintain their applicable licenses per year.
3. Qualified health and mental health professionals must submit to the appropriate training records staff or Human Resources a list of completed courses, dates, and numbers of hours to be kept on file.

#### **V. CLOSING**

Questions concerning this policy should be directed to the Clinical Services Division Administrator.

#### **VI. REFERENCES**

- A. P-C-03; National Commission on Correctional Health Services in Prisons, 2018*
- B. MH-C-03; National Commission on Mental Health Services in Correctional Facilities, 2015*
- C. Y-C-03; National Commission on Correctional Health Services in Juvenile Detention and Confinement Facilities, 2015*

#### **VII. ATTACHMENTS**

None