

MICHIGAN DEPARTMENT OF CORRECTIONS POLICY DIRECTIVE	EFFECTIVE DATE 10/01/2018	NUMBER 04.06.165
	SUBJECT OPTOMETRIC SERVICES	
SUPERSEDES 04.06.165 (09/21/2009)		AUTHORITY MCL 791.203
ACA STANDARDS		
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POLICY STATEMENT:

The Michigan Department of Corrections (MDOC) shall provide necessary optometric services to prisoners in MDOC Correctional Facilities, including the provision of eyeglasses when medically indicated.

RELATED POLICIES:

- 03.04.100 Health Services
- 03.04.101 Prisoner Health Care Copayment

DEPARTMENT-WIDE OPERATING PROCEDURE:

- 04.06.165 Optometric Services

POLICY:

DEFINITIONS

- A. Eye Care Practitioner - An ophthalmologist or optometrist licensed by the State of Michigan.
- B. Medical Provider - A qualified health professional who is a physician, physician assistant, or nurse practitioner licensed to practice in the State of Michigan.

VISION EXAMINATIONS

- C. Each newly committed prisoner received at a reception facility shall be given an optometric screening to detect ocular abnormalities or disease and a distance vision screening as part of the physical health assessment conducted by Bureau of Health Care Services (BHCS) staff at the reception facility.
- D. If the results of the distance vision screening indicate a need for an eye examination, the prisoner shall be advised that s/he may submit a Health Care Request (CHJ-549) after transfer from the reception facility to receive the examination. The prisoner shall be required to pay a fee for the examination if provided, consistent with PD 03.04.101 "Prisoner Health Care Copayment."
- E. If it is determined during the optometric screening that the prisoner has eye problems not related solely to acuity, the prisoner shall be referred to an eye care practitioner. The prisoner shall not be required to pay a fee for this service, consistent with PD 03.04.101 "Prisoner Health Care Copayment."
- F. A prisoner may request and receive a distance vision screening and, if necessary, an eye examination no more frequently than every two years by submitting a Health Care Request (CHJ-549) to Health Care Services. Distance vision screenings and eye examinations shall be provided more frequently only if referred by a medical practitioner. The medical practitioner shall document in the prisoner health record (PHR) any need for more frequent screening or examination. The prisoner shall be required to pay a fee for these services, unless referred by a medical practitioner, consistent with PD 03.04.101 "Prisoner Health Care Copayment."

PRESCRIPTION GLASSES

- G. Prisoners received in a reception facility shall be permitted to keep their personal prescription glasses as set forth in PD 04.01.105 "Reception Facility Services." If the glasses would not be permitted

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pursuant to Paragraphs K and L of this policy, the prisoner will be permitted to retain the glasses only until acceptable replacement glasses are received. The prisoner shall be referred immediately to Health Care Services for a distance vision screening and, if necessary, an eye examination to ensure timely issuance of acceptable glasses. The prisoner shall not be required to pay a fee for this service, consistent with PD 03.04.101 "Prisoner Health Care Copayment." Similarly, parolees and probationers received at the Detroit Reentry Center (DRC) shall be permitted to keep their personal prescription eyeglasses as authorized by the Warden or designee. Parolees and probationers received at DRC needing prescription eyeglasses, but do not currently possess their glasses, may have them delivered to the facility by a member of the public with prior approval of the Warden or designee. The Department shall accept no responsibility for personal prescription glasses received at DRC.

- H. If the results of an eye examination indicate a need for prescription glasses, the eye care practitioner shall write the appropriate prescription. Prescriptions shall be documented on the Ophthalmic Evaluation form (CHJ-201). The prescription shall be promptly forwarded to the Michigan State Industries Optical Lab to prepare the glasses at the Department's expense. A prisoner may refuse state-issued eye glasses by requesting a completed Eye Glass Prescription (CHJ-518) documenting his/her prescription for purchase at his/her own expense through the approved vendors.
- I. The prescription may be given to a prisoner who wishes to purchase his/her own glasses. Only glasses permitted pursuant to Paragraphs K and L of this policy may be purchased, and the glasses must be received by the prisoner directly from a legitimate vendor of glasses that has been approved by the BHCS Administrator. Eyeglasses purchased by a prisoner shall not include an eyeglass case. Any packaging shipped with the eyeglasses shall be discarded prior to delivery to the prisoner. Members of the public are not allowed to purchase glasses on behalf of the prisoner.
- J. Glasses must be sent to the correctional facility directly from the approved vendors. Glasses delivered to a correctional facility that violate this policy shall be confiscated and handled as contraband in accordance with PD 04.07.112 "Prisoner Personal Property."
- K. A prisoner shall be permitted to receive prescription glasses with glass lenses only if the treating BHCS eye care practitioner determines there is a medical need for such lenses. The need and specific medical condition, including diagnosis, shall be documented in the PHR.
- L. A prisoner shall be permitted to receive solar shields only if the treating BHCS eye care practitioner determines there is a medical need. The need and specific medical condition, including diagnosis, shall be documented in the PHR.
- M. Prescription glasses issued by BHCS shall be replaced by BHCS no more frequently than every two years unless there has been a change in the prescription or the glasses have been lost or are beyond repair. The treating eye care practitioner shall document in the PHR any need to replace the glasses more frequently.
- N. The Department shall only assume responsibility for the cost, proper fit, and adjustment of prescription glasses issued by the BHCS, subject to the limitations set forth in Paragraph O.
- O. The prisoner shall be responsible for the cost of repair or replacement of damaged or lost glasses that were issued by BHCS except when verified that the damage or loss was not the fault of the prisoner (e.g., accident on an assignment, victim of an assault) or if only minor repair is necessary (e.g., replacing a screw). If the prisoner does not have sufficient funds to pay the cost of repair or replacement, the cost shall be considered an institutional debt and collected as set forth in PD 04.02.105 "Prisoner Funds." Prisoners shall be responsible for all costs related to repairing and replacing personal glasses.
- P. A prisoner may have no more than two pairs of prescription glasses. Prior to receiving new glasses, a prisoner must turn in to appropriate staff glasses in his/her possession that would cause him/her to exceed allowable limits.

CONTACT LENSES

- Q. Contact lenses shall be issued to a prisoner only by a BHCS eye care practitioner for a medical

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condition requiring contact lenses, as determined by the Chief Medical Officer. The specific medical condition requiring the issuance of contact lenses, including diagnosis, shall be documented in the PHR.

- R. Contact lenses shall be available only through BHCS from an approved vendor. The lenses shall be replaced at a frequency determined necessary by the treating BHCS eye care practitioner. BHCS staff shall provide the prisoner with a lens case and any required solutions. The Department will assume responsibility for the costs of the lenses, case, and solutions, except as set forth for glasses in Paragraph O.
- S. Prisoners received in a reception facility with contact lenses and without prescription glasses shall be permitted to keep their personal contact lenses. If the prisoner does not have a medical condition that would permit him/her to be issued contact lenses pursuant to Paragraph Q, the prisoner will be permitted to retain the contact lenses only until acceptable glasses are received. The prisoner shall be referred immediately to Health Care Services for distance vision screening and, if necessary, an eye examination to ensure timely issuance of acceptable glasses. The prisoner shall not be required to pay a fee for this service, consistent with PD 03.04.101 "Prisoner Health Care Copayment."

PROSTHETIC EYES

- T. A prosthetic eye shall be issued to a prisoner if determined necessary by the treating BHCS eye care practitioner. The treating BHCS eye care practitioner also shall determine the frequency at which the prosthetic eye shall be replaced. BHCS staff shall provide required solutions and cleaning supplies. The Department will assume responsibility for the cost of the prosthetic eye, except as set forth for eyeglasses in Paragraph O.

PROCEDURES

- U. If necessary, to implement requirements set forth in this policy directive, the BHCS Administrator shall ensure that procedures are developed/updated.

AUDIT ELEMENTS

- V. A Primary Audit Elements List has been developed and is available on the Department's Document Access System to assist with self-audit of this policy pursuant to PD 01.05.100 "Self-Audits and Performance Audits."

APPROVED: HEW 08/15/2018