

HEALTH SERVICES POLICY & PROCEDURE MANUAL

North Carolina Department Of Public Safety
Prison

SECTION: Administrative – Medical
Records

POLICY # AD VI-11

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SUBJECT: Medical Alert Labels

EFFECTIVE DATE: April 2014
SUPERCEDES DATE: April 2000

PURPOSE

To provide instruction on labeling the medical records for allergies.

POLICY

The medical record of all offenders with allergies will be labeled externally (on front of chart) or in the Electronic Health Record upon initial entry into the system or when new allergies are identified.

PROCEDURE

I. ALLERGY DOCUMENTATION (DC-242)

- A. Identification of allergies is an integral part of Medical History.
- B. Documentation of allergies shall occur
 - 1. during initial admission,
 - 2. at any time during the incarceration as the offender remembers them, or as
 - 3. they develop.

A. Allergy Labels in proper chart - One inch by four inches (1" x 4") Day Glow Colors

- 1. The allergy label shall
 - b. alert all health care providers of the offender's known allergy status.
 - c. shall be placed on the front cover of all Outoffender Medical Records - in the space between the notations, "Division of Prisons" and "Outoffender Health".
- 2. Document known allergies
- 3. Known allergies to medications, drugs, foods, specific products, (i.e., wool, adhesive tape, etc) and specific allergens (i.e. mold, mildew, pollen, etc.) will be noted in the appropriate space on the label. (Medication and drug allergies shall also be noted on the Medication Administration Record.) NKA will denote there are no known allergies to food, drugs, or specific allergens. Allergies are also to be noted on the Problem List (DC-439).

- B. All allergies will be documented in electronic Health record when available.

Paula Y. Smith, M.D.

5/14/2014

Paula Y. Smith, MD, Chief of Health Services Date

SOR: Medical Record Director

Addendum:

Form DC-242 Allergic Label

[Form DC-439 Problem List](#)