

**OKLAHOMA DEPARTMENT OF CORRECTIONS
MEDICAL SERVICES
DATA DEFINITIONS
Monthly Medical Activity Report (OP-140107)**

Instructions: Please complete the following for the previous **calendar month**. By the 5th of the current month, enter the data in the **Medical Activity Report System** and keep a copy for your files. If you have any questions, please call Medical Services.

Month/Year: _____ **Facility:** _____

SECTION ONE: MEDICAL ENCOUNTERS & SERVICES COORDINATED AT FACILITY

Primary Care (NOTE: include all visits to physicians, PA, NP) (OP-140117)

Number of sick call encounters	<i>Definition for data collection: Number of sick call slips (Request for Medical Services) received for medical, and optometrist. All sick call slips are triage and seen by either medical, mental health, or dental</i>
Scheduled medical appointments	<i>Definition for data collection: Number of visits performed by physician, PA and Nurse Practitioner, Optometrist and ANP for mental health. Includes A & R, scheduled medical appointments, clinic emergencies, walk-ins, referrals from nursing protocols, etc. Includes all visits performed by the providers.</i>
Physician Total Appointments (list provider)	
1.	
2.	
3.	
Physician's Assistant Total Appointments (list provider)	
1.	
2.	
3.	
4.	
Nurse Practitioner Total Appointment (list provider)	
1.	
2.	
Optometrist Total Appointments (list provider)	
1.	
Dentist Total Visits (list provider)	
Psychiatrist / Mental Health NP Total Visits	
1.	
2.	
Nurse Protocols	<i>Definition for data collection: Number of nursing protocols performed by nursing staff.</i>
Emergencies seen in the clinic	<i>Definition for data collection: Number of unscheduled visits of an emergent nature. An unexpected health care need that cannot be deferred until the next scheduled sick call or clinic. Includes all potentially life-threatening circumstances and all contacts associated with significant potential for loss of limb or major bodily function.</i>
Total number of medications administered in pill pass, KOP, etc.	<i>Definition for data collection: Numbers will be obtained from the contract Pharmacy and entered by Medical Services. NOTE: this section to be completed by private facilities</i>

After Hour Callbacks (OP-140101)

Physician	<i>Definition for data collection: Number of times staff returned to facility during month. For Mental Health staff, refer to the page completed by them to get number for callbacks.</i>
Physician's Assistant	
Nurse Practitioner	
Nursing staff	
Dentist	

Mental Health staff
Health Services Administrator
Other

Medical Activity Restrictions (OP-140107)
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Medically unassigned	Definition for data collection: Number of medically unassigned offenders - Long term. "... medical dental or mental health illness or injury with an order from a qualified health authority that has no potential of return to regular work."
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Medical Special Needs A medical condition that requires the need of assistant devices or offender has a medical impairment (OP-140133).
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Number of offenders in wheelchair	
Number of offenders who are vision impaired	Definition for data collection: Number of offenders who are vision impaired –offenders who are legally blind, cataracts, glass eye. Do not include offenders whose vision is corrected with eyeglasses.
Number of offenders who are hearing impaired	Definition for data collection: Number of offenders who are hearing impaired. Offenders who are deaf, or wears hearing aids
Number of offenders using walkers, canes, crutches	Definition for data collection: Number of offenders who use a walker, cane or crutches as a assistive device to ambulate
Number of offenders using prosthesis	Definition for data collection: Number of offenders who have a prosthesis - "a functional or cosmetic, artificial device that substitutes for a missing body part .

Testing and Screening Number of tests performed in your facility and how many tests performed in outside facilities. Utilization of facilities due to not having the capability to perform the screenings in your facility. For example, x-rays.

Test (limit to offenders)	On-site Completed at your facility/work center	Off-site Contracted. Activity not completed at facility (jails/halfway houses)	Test (limit to offenders)	On-site Completed at your facility	Off-site Contracted. Activity not completed at facility
PPD (1A-3b)	Definition for data collection: Number of tuberculin skin tests placed		Number of CXRs sent to OSDH	Definition for data collection: Number of X-rays that were sent to the Oklahoma State Department of Health for reading and classification	
Positive PPD reading	Definition for data collection: Number of offenders with a positive PPD reading - Include greater than or equal to 10 for regular population, greater than or equal to 5 for high risk population				
Number of conversions to a positive tuberculin skin test (1A-3)	Definition for data collection: Number of conversions to a positive skin test- any positive TST, excluding any positive TST that is part of the initial 2-step test done on reception, is a conversion and that individual is considered a converter.				

Serious Injuries and Deaths A process of reporting critical occurrences (OP-140111, OP-140125, OP-140130 and OP-140129)
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Assaults - offender to offender	Definition for data collection: Number of offender to offender – offenders only assaults - (report only those that require medical provider or nursing intervention/treatment)	Accidental (offenders)	Definition for data collection: Number of accidental injuries - Offenders only (report only those that require medical provider or nursing intervention/treatment)
Assaults - offender to staff	Definition for data collection: Number of offender to staff assaults - Staff only (report only those that require medical provider or nursing intervention/treatment)	Work-related (offenders)	Definition for data collection: Number of work – related injuries - Offenders only (report only those that require requires medical provider or nursing intervention/treatment)
Sexual assaults - offenders and staff	Definition for data collection: Number of sexual assaults - Offender to offender and offender to staff (report only those that require medical provider or nursing intervention/treatment).	Sports (offenders)	Definition for data collection: Number of sports related injuries - Offenders only (report only those that require requires medical provider or nursing intervention/treatment)

Self-mutilations (offender)	Definition for data collection: Number of self- mutilations -Offenders only	Bloodborne pathogen exposures: staff (2A 3)	Definition for data collection: Number of bloodborne pathogen exposures - Staff only (Do not include needle sticks)
Attempted suicides (offenders) (4A 3)	Definition for data collection: Number of attempted suicides - Offenders only	Bloodborne pathogen exposures: offenders	Definition for data collection: Number of bloodborne pathogen exposures -Offenders only
Deaths (include suicides and executions) (4A 5b)	Definition for data collection: To be obtained from the OMS system and entered by Medical Administration	Medication administration errors (4A 6)	Definition for data collection: Offenders only
Needle-stick injuries (staff) (2A 3)	Definition for data collection: Number of needle-stick injuries -Staff only	Pharmacy dispensing errors	Definition for data collection: To be obtained from the contract Pharmacy and entered by Medical Administration
		Total medical grievances (offenders) (3A 1b)	Definition for data collection: Number of medical grievances Offenders only

Specific Illness Counts This section will capture data on incidence and prevalence for comparisons (OP-140137, OP-140125, OP 140301; MSRM 140137-03, MSRM 140137-06)

Illness (Note: an offender with multiple diseases must be counted for each category listed below)	Prevalence: Total number of known offenders at facility (includes newly diagnosed)	Incidence: Number of newly diagnosed offenders at facility within this month

Chronic/Serious Illness: "...a disease process or illness that persists over an extended period of time" An illness that is either ongoing or recurring over a course of several months to years.

Asthma	Definition for data collection: Number of asthma offenders at your facility (includes newly diagnosed) (data obtained from chronic clinic registry)
Pulmonary	Definition for data collection: Number of pulmonary offenders at your facility Includes COPD (includes newly diagnosed) (data obtained from chronic clinic registry)
Diabetes (1A- 14)	Definition for data collection: Number of diabetic offenders at your facility (includes newly diagnosed) (data obtained from chronic clinic registry)
Endocrine	Definition for data collection: Number of endocrine offenders currently at your facility (includes newly diagnosed) (data obtained from chronic clinic registry)
Hypertension (1A- 13)	Definition for data collection: Number of hypertension offenders at your facility (includes newly diagnosed) (data obtained from chronic clinic registry)
Cardiovascular	Definition for data collection: Number of cardiovascular offenders at your facility (includes newly diagnosed) (data obtained from chronic clinic registry)
Seizures	Definition for data collection: Number of seizures offenders at your facility (includes newly diagnosed) (data obtained from chronic clinic registry)
Cancer	Definition for data collection: Number of cancer offenders at your facility (includes newly diagnosed) (data obtained from chronic clinic registry)
Liver Disease	Definition for data collection: Number of liver disease offenders at your facility (includes newly diagnosed and Hepatitis C) (data obtained from chronic clinic registry)

Infectious/Communicable Disease " a disease that can be transmitted between person to person"

Tuberculosis Disease (active) (1A-2)	Definition for data collection: Number of offenders who have active TB disease (ATS-classification 3)
TB Infection: currently on treatment (1A-4b)	Definition for data collection: Number of offenders who are currently on prophylaxis treatment
Number of offenders with a positive tuberculin skin test who completed prophylaxis treatment for tuberculin (1A-4)	Definition for data collection: Number of offenders who have completed prophylaxis treatment
AIDS/HIV (1A-6, 1A 7b)	Definition for data collection: Number of offenders diagnosed with AIDS/HIV
AIDS/HIV : currently on treatment (1A-7)	Definition for data collection: Number of offenders who are currently on treatment for AIDS/HIV
Hepatitis A –acute Anti HAV IGM positive (MSRM 140125-01)	Definition for data collection: Number of offenders diagnosed with positive lab result - Anti HAV IGM positive These numbers are acute cases only - do not report past known cases. Numbers will be obtained from the contract provider and entered by Medical Administration. NOTE: this section to be completed by private facilities

Hepatitis B – acute surface antigen positive (MSRM 140125-01)	Definition for data collection: <i>Diagnosed with positive lab results – surface antigen positive & acute cases only - These numbers are acute cases only - do not report past known cases. Numbers will be obtained from the contract provider and entered by Medical Administration. NOTE: this section to be completed by private facilities</i>
Hepatitis C – any positive (1A-5) (MSRM 140125-01)	Definition for data collection: <i>Number of offenders that are confirmed lab positive for Hep C whether converter or transferred.</i>
Hepatitis C: currently on treatment	Definition for data collection: <i>Number of offenders who are currently on treatment for Hepatitis C</i>
STD (sexually transmitted diseases)	Definition for data collection: <i>Number of lab positive sexually transmitted diseases. Numbers will be obtained from the contract provider and entered by Medical Administration. NOTE: this section to be completed by private facilities</i>
Number of MRSA (1A 1)	Definition for data collection: <i>Number of offenders diagnosed with MRSA. Numbers will be obtained from the contract provider and entered by Medical Administration. NOTE: this section to be completed by private facilities</i>
Hygiene related conditions (scabies, lice, fungal infections, etc.)	Definition for data collection: <i>Number of offenders diagnosed with hygiene related conditions at your facility (“Parasites that live on the outside of the host. Examples: fleas and lice”)</i>

Specialty Care Visits (report only clinics that have been completed) (1A-12)

Definition for data collection: *Number of specialty care appointments that have been completed.*

Specialty Care Not Completed (use additional sheets if necessary) (1A-12b)

Definition for data collection: *Number of specialty care appointment that were not completed.*

SECTION TWO: COMMUNITY AND EMERGENCY CARE

Services provided outside your facility to offenders

Hospital Admissions and Emergency Care

Off-site emergency room visits *Care for an offender with an acute illness or unexpected health care need that cannot be treated at your facility (OP-140118) (1A 11)*

OU Medical Center	Definition for data collection: <i>Number of offenders who were transported to OU Medical Center for emergency room care</i>
Local hospital	Definition for data collection: <i>Number of offenders who were transported to a local hospital for emergency room care</i>
Hospital admissions from emergency room visits (1A-10)	Definition for data collection: <i>Number of hospital admissions followed an emergency room visit. This includes admissions to Lindsay Hospital, OUMC, and local hospitals.</i>
OU Medical Center	Definition for data collection: <i>Number of hospital admissions followed an emergency room visit to OUMC</i>
Local hospital	Definition for data collection: <i>Number of hospital admissions followed an emergency room visit to local hospital</i>
LMH	Definition for data collection: <i>Number of hospital admissions followed an emergency room visit to LMH</i>
Hospital admissions from non-ER visits (1A-10)	Definition for data collection: <i>Number of regular hospital admissions that were not from an emergency room visit. This includes admissions to Lindsay Hospital, OUMC, and local hospitals</i>
OU Medical Center	Definition for data collection: <i>Number of regular hospital admissions to OUMC that was not from an emergency room visit.</i>
Local hospital	Definition for data collection: <i>Number of regular hospital admissions to local hospital that was not from an emergency room visit.</i>
LMH	Definition for data collection: <i>Number of regular hospital admissions to LMH that was not from an emergency room visit.</i>
Total number of hospital days during month	Definition for data collection: <i>Number of hospital days during the month</i>
OU Medical Center	Definition for data collection: <i>Number of hospital days during the month - OUMC</i>
Local hospital	Definition for data collection: <i>Number of hospital days during the month - local hospital</i>
LMH	Definition for data collection: <i>Number of hospital days during the month - LMH</i>
Number of offenders in hospital during month	Definition for data collection: <i>Number of offenders in the hospital during the month</i>
OU Medical Center	Definition for data collection: <i>Number of offenders in OUMC during the month</i>
Local hospital	Definition for data collection: <i>Number of offenders in local hospital during the month</i>
LMH	Definition for data collection: <i>Number of offenders in LMH hospital during the month</i>

Facility Transfers to an Infirmary (other than your own) (OP 140119)

OSP	Definition for data collection: <i>Number of offenders from your facility that has been transport to an infirmary. This number captures the number of offenders that your facility moved to one of the following facilities with an infirmary: OSP, MBCC, LARC, DCCC,</i>
MBCC	
LARC	
DCCC	

SECTION THREE: SPECIALIZED TREATMENT UNITS AND CARE

Tab 3

Infirmary Report (NOTE: this section is only to be completed by the following facilities: OSP, MBCC, LARC, DCCC) Area within the confinement facility, accommodating two or more offenders for a period of 24 hours or more, expressly set up and operated for the purpose of caring for offenders who are not in need of hospitalization or licensed nursing facility placement, but whose care cannot be managed safely in an outpatient setting **(OP-140119)**.

Total infirmary admissions this month	Definition for data collection: <i>Number of infirmary admissions this month</i>	Total infirmary discharges this month	Definition for data collection: <i>Number of infirmary discharges this month</i>
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Tab 3

Women's Health Care Report (NOTE: this section is only to be completed by the following: MBCC, EWCC, HCCC, LCCC , TCC) (OP-140145)

Number pregnant (new and current)	Definition for data collection: <i>Number of pregnant offenders at your facility this month (includes new and current)</i>	Number of births – c-section (MSRM 140145-01)	Definition for data collection: <i>Number of births-C-section deliveries this month</i>
Number of births – vaginal (MSRM 140145-01)	Definition for data collection: <i>Number of vaginal deliveries this month</i>		

Tab 4

Mental Health Unit Report (NOTE: this section is only to be completed by the following facilities: JHCC MHU, MBCC MHU, and OSP MHU) (OP-140127)

MHU referrals - referred and placed on observation/evaluation status	Definition for data collection: <i>Number of offenders who were referred to MHU and placed on observation/evaluation status this month</i>	MHU referrals – referred and not admitted to observation/evaluation status	Definition for data collection: <i>Number of MHU offenders who were referred to MHU and not admitted to observation/evaluation status this month</i>
Number of offenders newly admitted to MHU	Definition for data collection: <i>Number of offenders who were admitted to MHU this month</i>	Number of offenders discharged from MHU	Definition for data collection: <i>Number of offenders who were discharged from MHU this month</i>

Tab 4

Medication Encounters to include prescriptions obtained from both contract pharmacy and private venders (OP-140130). Numbers will be entered by Medical Services Division. Note: This section is to be completed by private facilities.

Number of prescriptions	Definition for data collection: <i>Number of prescriptions dispensed by pharmacy this month. Number will be obtained and entered by Medical Administration</i>	Number of psychotropic medications	Definition for data collection: <i>Number of psychotropic medication dispensed by pharmacy at your facility this month. Number will be obtained and entered by Medical Administration</i>
Number of offenders on medication	Definition for data collection: <i>Number of offenders on prescription medication this month. Number will be obtained and entered by Medical Administration</i>	Number of offenders on psychotropic medications	Definition for data collection: <i>Number of offenders on psychotropic medications at your facility this month. Number will be obtained and entered by Medical Administration</i>

SECTION FOUR: MENTAL HEALTH SERVICES MONTHLY ACTIVITIES

Treatment or Contact	Psychiatrists	QMHP
Number of <u>individual offenders</u> seen in individual therapy/counseling	Definition for data collection: Number of <u>offenders</u> who have attended at least one individual session with you. You are counting individual offenders here so there should not be any duplication.	
Total number of individual therapy/counseling <u>sessions</u>	Definition for data collection: Number of individual <u>sessions</u> that you provided. This should be at least be equal to the number of offenders seen. It can be more if some offenders received more than one session.	
Number of <u>individual offender</u> contacts in group therapy/counseling or psycho-educational groups	Definition for data collection: Number of offenders that attended a group session this month. Remember that an offender will only be counted once for this item.	
Total number of group <u>sessions</u>	Definition for data collection: Number of <u>group sessions</u> provided this month	
Number of <u>offenders</u> administered a psychological battery (evaluation)	Definition for data collection: Number of <u>offenders</u> who took some type of psychological test. Do not over count here. If an offender completed a WAIS one day and an MMPI another, you only have one offender to count.	
Number of <u>offenders</u> seen for crisis intervention	Definition for data collection: Number of offenders seen for crisis intervention. Some offenders may seem to have a predisposition for a crisis every week but you only count the <u>offender</u> and not each episode.	
Number of contacts seen for crisis intervention	Definition for data collection: Number of contacts seen for crisis intervention	
Number of MHU therapeutic contacts (MHU facilities only)	Definition for data collection: Number of offender in MHU that you had therapeutic contacts with. How many times over the month did you have contact with offenders in MHU? This may end up looking like an inflated number but you are counting the number of contacts. It is possible that several offenders are contacted every day.	
Number of offenders seen for clinical interview and/or mental status exams (other than SHU and LARC)	Definition for data collection: Number of offenders seen for clinical interview and/or mental status exams. Again, you are counting offenders and not the number of exams or interviews.	
Number of offender contacts during SHU semi-weekly reviews	Definition for data collection: Number of offender contacts during SHU semi-weekly reviews. Every other week, you may have an individual offender contact at RHU (SHU). For this item, how many times did you have contact with an offender on RHU (SHU)?	
Number of offenders seen for 30 or 90 day SHU mental status exams	Definition for data collection: Number of offenders seen for 30 or 90 day SHU mental status exams. Again, you are counting the number of offenders and not exams.	
Number of incidents involving therapeutic restraints	Definition for data collection: Number of incidents involving restraints. How many times was there an incident involving restraints?	
Number of enforced medication incidents	Definition for data collection: Number of enforced medication incidents. How many times did you participate in an enforced medication incident?	
Number of offenders seen for psychotropic medication management	Definition for data collection: Number of offenders seen for psychotropic medication management. How many offenders did you provide psychotropic medication management?	
Total number of hours MH staff delivered in-service training (includes both medical and non-medical staff)	Definition for data collection: Total number of hours MH staff delivered in-service training (includes both medical and non-medical staff). How many hours did you spend providing in-service training?	

Treatment or Contact (continue)	Psychiatrists	QMHP (<i>qualified mental health professional</i>)
<u>Number of staff consultations</u>	Definition for data collection: Number of staff consultations. How many consultations did you provide to staff (all staff) this month?	
Number of after hour callbacks	Definition for data collection: Number of after hour callbacks. Count the number of time within the month that mental health staff returned for a call	

MENTAL HEALTH CLASSIFICATION

Number of MH-A		Number of MH-C2 (1A 9)		Number of MH-D (1A 9)	
Number of MH-B (1A 9)		Number of MH-C1 (1A 9)			

SECTION FIVE: DENTAL SERVICES MONTHLY ACTIVITIES

Tab 4

Clinic Visits & Requests For Care	Dentist	Hygienist
Routine visits	Definition for data collection: Number of routine visits. Appointed offenders	
Unscheduled visits/Emergency visits	Definition for data collection: Number of unscheduled or emergency visits. Visits by offenders with urgent needs, not appointed in advance	
Total visits failed/canceled by clinic or offender	Definition for data collection: <i>Number of visits failed or cancelled by clinic or offender. include no-shows, lockdowns, schedule change, etc.</i>	
Total visits rescheduled	Definition for data collection: <i>Number of visits failed or cancelled by clinic or offender that have been rescheduled.</i>	
Total clinic visits	Definition for data collection: <i>Number of clinic visits includes- routine visits + unscheduled/ER visits</i>	
Total sick call requests	Definition for data collection: <i>Number of Requests for Medical Services received</i>	

Tab 4

Services/Procedures Provided	Dentist	Hygienist
Total complete exams with treatment plans (1A-15)	Definition for data collection: <i>Number of treatment plans. "An examination by a licensed dentist that includes a dental history, exploration and charting of teeth, examination of the oral cavity and x-rays."</i>	