

INMATE DENTAL SERVICES

SCOPE OF SERVICES

1.0 BACKGROUND

- 1.1 The City of Atlanta is seeking the services of a Dentist for inmates housed by the Department of Corrections in its detention facility located at 254 Peachtree Street, S.W., Atlanta, Georgia 30303. This facility accommodates an operational capacity of 1,183 inmates. Average daily population totals about 60, not to exceed 1,183. The Dentist shall provide services at the Atlanta City Detention Center on an as needed basis. The days and time shall be designated beforehand in writing to the Health Services Administration for the purpose of administering to those inmates requiring emergency services for the alleviation of pain and further prevention of disease.
- 1.2 Dental services not provided by the dentist include but not limited to, performing root canals, oral surgery or replace teeth by providing dentures, partials, jackets, crowns, or bridgework. The dentist will not be required to routinely replace fillings, which consist of gold, alloy, composite, or any other type of filling restorations.
- 1.3 Dental services provided by the dentist will include routine and emergency dental care. The dental services will include emergency dental care and the following:
- a) Dental screening within **7-14 days** of admission, unless completed within six months, conducted on initial intake with instructions on dental hygiene;
 - b) A dental examination by the dentist within **14 days** of admission, supported by diagnostic x-rays, if necessary.
 - c) Treatment of dental pain, sedation fillings, extractions of non-restorable teeth gross debridement of symptomatic areas for those inmates with less than 12 months detention;
 - d) A treatment plan with x-rays for those inmates who request care with 1 week detention;
 - e) A defined charting system that identifies the oral health condition and specifies the priorities for treatment by category;
 - f) Development of an individualized treatment plan for each inmate receiving dental care;
 - g) Consultation and referral to a dental specialist, including oral surgery when necessary.

1.4 Dental Services provided on site will consist of the following services:

- a) Treatment and alleviation of pain
- b) Dental Screening
- c) Dental Examination
- d) Tooth Extraction
- e) Temporary Fillings
- f) Hygienic Services (when appropriate)
- g) Education
- h) Consultation

1.5 Dental services will be on-call services, the Director of Nursing will provide a two-day advanced notice when services are needed.

2.0 MINIMUM REQUIREMENTS

2.1 The Dentist shall have graduated from an accredited dental school.

2.2 The Dentist shall be licensed in the State of Georgia, demonstrating all applicable state licensing and certification requirements for the practice of medicine in the State of Georgia, the same as Dentists working in the community.

2.3 The Dentist shall have experience in the general practice of Dentistry totaling no less than ten (10) years.

2.4 The Dentist shall have experience in the practice of Dentistry in the jail/correctional setting, providing treatment to the inmate population, and be able to demonstrate sufficient similarity in treating institutional populations, totaling no less than five (5) years.

2.5 The Dentist shall have a working knowledge of dental and nursing consultation.

2.6 The Dentist shall provide dental hygienist services within fourteen (14) days of admission.

2.7 The Dentist shall provide dental examinations within twelve (12) months of admissions.

2.8 The Dentist shall provide dental treatment not limited to extractions, within twelve (12) month of admissions or earlier if the health of the inmate would be adversely affected.

2.9 The Dentist shall provide consultation in cases of emergency and shall prescribe the proper medication and dental treatment.

2.10 The Dentist shall provide supervision of licensed dental including licensing responsibility for one (1) or more Dentists or dental hygienists under guidelines established consistent with licensing requirements in the State of Georgia.

- 2.11 The Dentist or his/her designee shall attend the Quality Assurance Committee and the Medical Audit Committee meetings.
- 2.12 The Dentist or his/her designee shall be on call the next available Monday, Wednesday or Friday and generally shall be available for telephone and other consultations with the Corrections Chief or designee for the purpose of providing expert judgment concerning the on-going program of inmate health care.
- 2.13 In the event the Dentist is not available to perform the responsibilities, a qualified substitute Dentist acceptable to the City shall be available to carry out the dental responsibilities. The Dentist agrees to compensate the substitute Dentist and hold the City harmless for any claims made by a substitute Dentist as a result of carrying out the duties set forth herein.
- 2.14 The Dentist shall be responsible for working with the Medical Director (Health Authority) other health care professionals and other related jail staff in meeting and maintaining dental standards through the achievement of American Correctional Association (ACA) Accreditation for the Department of Corrections.
- 2.15 Exclusions. The Dentist shall not be called upon to perform major oral surgery, or to replace full upper or lower dentures, jackets, crowns, or bridgework for those inmates who because of disease, pain or other reasons, have had their teeth removed or extracted. Nor shall the Dentist be called upon to replace fillings that consist of gold, alloy, composite, or any type of filling restorations.

3.0 SPECIAL REQUIREMENTS

- 3.1 The Dentist will be responsible for maintaining standards of professional and ethical practice in the provision of dental services within the Department of Corrections, consistent with licensing requirements in the State of Georgia and professional standards for practicing Adult Local Detention Facilities, as promulgated by the American Correctional Association's Commission on Accreditation in Corrections.
- 3.2 The Dentist will hold an adequate sick call on an as needed basis except Saturdays, Sundays, and legal holidays, for those inmates needing and requesting dental attention, and shall provide the necessary dental attention and prescribe the proper medication as each case warrants. If the scheduled workday falls on a holiday, an as needed basis work week is still required (in-person).
- 3.3 The Dentist serves as the designated authority for the dental services, under provision of the Atlanta City Code and as provided in Adult Local Detention Facilities (ALDF) Standards.
- 3.4 The Dentist will make preliminary examinations of those inmates confined to the City's detention facilities who have symptoms or who appear to be in need of dental attention when requested.

- 3.5 The Dentist or his/her designee will conduct a dental screening for inmates within fourteen (14) days of their arrival into the facility. The Dentist will be required to maintain all dental instruments, sharps, and equipment in accordance with American Correctional Association and Atlanta City Detention Center standards.
- 3.6 The Dentist will comply with all administrative rules and regulations for the Department of Corrections and the City of Atlanta.
- 3.7 The Dentist and his/her assistant(s) will work directly with Medical Records in order to generate a list of inmates needing emergency care and/or yearly examinations on the days of their visit.
- 3.8 The Dentist will be expected to sign in and out on the days of their visit.
- 3.9 The Director of Nursing shall sign all time sheets.
- 3.10 The Dentist and his/her assistant(s) are responsible for the following:
- a) Ordering of supplies needed and in a timely manner
 - b) Maintains inventory
 - c) Monthly checking for the expiration date on supplies
 - d) Submission of above reports to the Medical Director or designee
 - e) Maintaining and cleaning the dental lab.