**Definitions**

1. **Agreement** means Contract. A mutual understanding between the state and another entity, public or private about their rights and duties regarding the provision of goods or services. Agreement is used synonymously with Contract.
2. **Ambulance Service** means a ground, air or sea transport service for CDCR Patient-Inmates/DJJ Youth to be transferred for medical related treatment.
3. **Authorized Administrator** means the person who has been given full authority to grant prior authorization for the delivery of health care services rendered to CDCR Patient-Inmates/DJJ Youth.
4. **California Code of Regulations (CCR), Title 15** means the regulations that authorize the Director of the California Department of Corrections and Rehabilitation to contract for the provision of CDCR Patient-Inmate/DJJ Youth health care.
5. **California Confidentiality of Medical Information Act (CMIA)** means the act that requires authorization from a patient to disclose medical information and defines terms in reference to the release of medical information. The CMIA is fully defined in Civil Code 56-56.16.
6. **California Correctional Health Care Services (CCHCS)** means the entity responsible for health care treatment, performance and decisions within CDCR’s institutions for CDCR Patient-Inmates.
7. **California Department of Corrections and Rehabilitation (CDCR)** means the State of California Department of Corrections and Rehabilitation, authorized by Penal Code, Section 5000 et seq., and the CCR, Title 15, to maintain the custody and care of California’s institutionalized public offenders.
8. **California Division of Juvenile Justice (DJJ)** formerly known as California Youth Authority (CYA), is a division within the California Department of Corrections and Rehabilitation that provides a range of training and treatment services for DJJ Youth.
9. **California Victim Compensation and Government Claims Board** means the State Board whose function is to resolve all claims for money or damages filed against State agencies under Government Code Section 900 et seq., before a lawsuit against a State agency can be pursued.
10. **Camp** means the type of subfacility of an institution which is normally located in a rural area and which has no secured (fenced or walled) perimeter.
11. **CDCR Medical Standards of Care** means the official CDCR health care policy document used by the CDCR Chief Executive Officer (CEO), Chief Medical Executive (CME), Chief Medical Officer (CMO) and others to distinguish the parameters of the delivery of health care services and treatment to the State of California CDCR Patient-Inmates/DJJ Youth.
12. **CEO** means Chief Executive Officer.
13. **CME** means Chief Medical Executive.
14. **CMO** means Chief Medical Officer.
15. **Community Health Facility** means any facility, place or building which is organized, maintained and operated for the diagnosis, care, prevention and treatment of human illness, physical or mental, including convalescence and rehabilitation and including care during and after pregnancy, or for any one or more of these purposes, for one or more persons, and to which the persons are admitted for a 24-hour stay or longer per Health and Safety Code, Division 2, Chapter 2, Article 1, Section 1250.
16. **Consultant** means a provider of services of an advisory nature, who provides a recommended course of action or personal expertise.
17. **Contract** Please see definition for Agreement.
18. **Contractor** means a party contracting with CDCR; the person or company providing services via a contractual arrangement. For the purposes of this Agreement, “Contractor” is used synonymously with “Vendor”.
19. **Correctional Treatment Center** means a health facility with a specified number of beds within a State prison, county jail or DJJ facility designated to provide health care to that portion of the CDCR Patient-Inmate/DJJ Youth population not requiring general acute care level of services, but who are in need of professionally supervised health care beyond that normally provided in the community on an outpatient basis (CCR, Title 22, Division 5, Chapter 12, Article 1, Section 79516).
20. **Credentialing** means the process used to validate professional licensure, clinical experience, and preparation for specialty practice. Health care professionals must have credentialing process approved by a credentialing verification unit in order to be hired and before they are granted specific CDCR Patient-Inmate/DJJ Youth care privileges.
21. **Day** means calendar day, unless otherwise specified.
22. **Designee** means a person who has been appointed to perform a duty or carry out a specific role.
23. **Discharge Summary** means a brief recapitulation of significant findings and events of the patient’s hospitalization, patient’s condition on discharge and the recommendations and arrangements for future care (CCR, Title 22, Division 5, Licensing and Certification of Health Facilities, Home Health Agencies, Clinics, and Referral Agencies, Chapter 1, Article 7, Section 70749).
24. **Division of Adult Institutions (DAI)** means the division responsible for the management and operation of adult institutions, conservation camps, and Community Correctional Facilities.
25. **Emergency Care Services** means the immediate care or treatment necessary to prevent death, severe or permanent disability or to alleviate severe pain, including medically necessary crisis intervention for CDCR Patient-Inmates/DJJ Youth suffering from situational crisis or acute episodes of mental illness, in accordance with CCR, Title 15.
26. **Ex-Offender** means a person previously convicted of a felony in California or any other state, or convicted of an offense in another state which would have been a felony if committed in California.
27. **Experimental or Investigational Treatment** means any treatment, therapy, procedure, drug or drug usage, facility or facility usage, equipment or equipment usage, device or device usage, or supplies which are not recognized as being in accord with generally accepted professional medical standards, or as being safe and effective for use in the treatment of an illness, injury, or condition at issue. Services which require approval by the federal government or any agency thereof, or by any state governmental agency prior to use, and where such approval has not been granted at the time the services were rendered, shall be considered experimental or investigational. Services which themselves are not approved or recognized as being in accord with accepted professional medical standards, but nevertheless are authorized by law or a governmental agency for use in testing, trials, or other studies on human patients, shall be considered experimental or investigational.
28. **Fiscal Year** means the accounting period from July 1 through June 30 of the following year.
29. **Health Care Review Subcommittee** means the appointed CDCR officials authorized to review and approve health care services which are excluded from the CDCR Medical Standards of Care Policy.
30. **Health Care Services** means medical care provided to CDCR Patient-Inmates/DJJ Youth whichincludes medical, mental health and dental services.
31. **Health Care Service Provider** means entity providing medical services to CDCR Patient-Inmates/DJJ Youth through a Preferred Provider Network.
32. **HIPAA**  means Health Insurance Portability and Accountability Act.; a US law designed to provide privacy standards to protect patients’ medical records and other health information provided to health plans, doctors, hospitals and other health care providers.
33. **HITECH ACT** means Subtitle D of the Health Information Technology for Economic and Clinical Health Act (HITECH ACT), enacted as part of the **American Recovery and Reinvestment Act of 2009,** and addresses the privacy and security concerns associated with the electronic transmission of health information.
34. **Hospital** means an institution which is licensed under all applicable State and local laws and regulations to provide diagnostic and therapeutic services for the medical diagnosis, treatment and care of injured, disabled or sick persons in need of acute inpatient medical and psychiatric or psychological care.
35. ***In Personam* Jurisdiction** means a court has power over a particular defendant.
36. **Independent Contractor** means a person working for an entity under contract and not an employee of the contracting entity. The contracting entity does not pay unemployment, disability, or workers’ compensation insurance or withhold taxes from payments to the person. An independent contractor normally follows the contracting entity’s direction on the results of the work but not on the means of accomplishing the work.
37. **Inmate** meansa CDCR incarcerated public offender.
38. **Institution** means a large facility or complex of sub facilities with a secure (fenced or walled) perimeter headed by a Warden.
39. **Institution/Facility Contract Liaison** means a CDCR employee responsible for pre-arranging medical contracting services and responsible for managing at the institution/facility the contractual scope of service/performance issues to assure continuity of care.
40. ***Locum Tenens*** means a free benefit to professional liability insurance policies which provides policyholders forty-five (45) free days, (more or less, depending on carrier) for substitute physicians to perform the duties of the policyholder while he/she is on vacation or temporarily away from the office. A locum tenens shares the limits of liability with the named insured and is identified on the evidence of valid coverage.
41. **Matrix** means a document which indicates the ranking of Contractors, which determines the order in which contracted services may be requested.
42. **May** means permitted.
43. **Medically Necessary** means health care services that are determined by the attending physician to be reasonable and necessary to protect life, prevent significant illness or disability, or alleviate severe pain, and are supported by health outcome *dat*a as being effective medical care (CCR, Title 15, Division 3, Chapter 1, Subchapter 4, Article 8, Section 3350(b), Provision of Medical Care and Definitions).
44. **Non-Essential Services** means a non-emergency/scheduled admission for medical services when the CDCR Patient-Inmate’s/DJJ Youth’s condition permits adequate time to schedule the necessary diagnostic workup and/or initiation of treatment, in accordance with CCR, Title 15.
45. **NPI** means National Provider identifier.
46. **Off-Site in the Community** means a general medical location, not at a CDCR institution, facility or CDCR satellite location, where contracted services are provided (e.g. Hospital, Telemedicine, Surgery Center, Office).
47. **On-Site at the Institution** means contracted services are performed at a CDCR institution, facility and/or a designated CDCR satellite location.
48. **Patient Day** means a day in which a CDCR Patient-Inmate/DJJ Youth occupies an inpatient bed as of the midnight census. If both admission and discharge occur on the same day, the day is counted as one patient day.
49. **Patient-Inmate** means a CDCR incarcerated public offender receiving health care services.
50. **Patient-Inmate Data** means any piece of information, administrative or medical, specific to an incarcerated public offender receiving medical or surgical treatment in a hospital, office, clinic or hospital outpatient surgery center.
51. **Penal Code Section 5054** means the section of law which grants the Secretary of CDCR the authority and responsibility for the custody and care of California’s institutionalized public offenders.
52. **Physician** means an authorized practitioner of medicine, as one graduated from a college of medicine or osteopathy and licensed by the appropriate board.
53. **PID** means Person Identification Number.
54. **Preferred Provider Network** means an organization responsible for maintaining and providing a network of medical providers to perform medical services for CDCR Patient-Inmates/DJJ Youth.
55. **Prescription Drugs** means all drugs which, under State or federal law, require the written prescription of a doctor, dentist, podiatrist or osteopath, or any medicinal substance which is required to bear the legend, “Caution: Federal law prohibits dispensing without a prescription” under the federal Food, Drug and Cosmetic Act.
56. **Prescription Order** means the request by a physician for each separate drug or medication and each authorized refill of such request.
57. **Prior Authorization** means the required advance authorization granted by the CEO/CME/CMO or her/his designee.
58. **Provider** means a person with whom Contractor enters into an arrangement, whether expressed or implied, for the purpose of performing any service described in the Agreement between Contractor and CDCR. The term “Provider” may include, but is not limited to, a subcontractor, consultant, employee.
59. **Rank Order** means the ranking of Contractors on a Matrix based on rates offered by the Contractors; Rank 1 is the Contractor offering the lowest rates.
60. **Receiver** means person appointed by the United States District Court for the Northern District of California to assume the executive management of the California prison medical system with the authority to exercise all powers vested by law in the Secretary of the CDCR.
61. **Secretary** means the Secretary of CDCR.
62. **Shall** means mandatory.
63. **Should** means suggested or recommended.
64. **Skilled Nursing Care** means skilled supervision and management of a complicated or extensive plan of care for a CDCR Patient-Inmate/DJJ Youth initiated and monitored by a physician in which there is a significantly high probability that complications would arise without the skilled supervision or implementation of the treatment program by a licensed nurse or therapist.
65. **State** means the State of California.
66. **State Administrative Manual (SAM)** means the manual which provides the policies and procedures and the uniform guidance for governing the fiscal and business management affairs of the State of California.
67. **State Business Days** means Monday through Friday not counting State holidays.
68. **Subcontractor** means any person or entity that has entered into a contract, either expressed or implied, with a Contractor for the purpose of performing any service under the Contractor’s Agreement with CDCR.
69. **Surgery Center** means an ambulatory out-patient medical treatment facility where medical surgery services are performed in the community.
70. **Telemedicine** means the use of medical information exchanged from one site to another via electronic communications for the health of the CDCR Patient-Inmate/DJJ Youth and for the purpose of improving CDCR Patient-Inmate/DJJ Youth care. Telemedicine includes consultative, diagnostic and treatment services.
71. **Total Patient Days** means the total inpatient days from the day of admission to, but not including, the day of discharge.
72. **Transfer Order** means the written document, issued and signed by the CDCR Patient-Inmate’s/DJJ Youth’s attending physician, which notes the medications, treatment, and diet orders for the CDCR institution/facility and provides instructions to the CDCR Patient-Inmate/DJJ Youth in order to maintain continuity of care. A transfer order is prepared when a CDCR Patient-Inmate/DJJ Youth is discharged from the hospital and is returning to a CDCR institution/facility.
73. **Transfer Summary** means the written document which precedes or accompanies a CDCR Patient-Inmate/DJJ Youth upon a CDCR Patient-Inmate’s/DJJ Youth’s discharge from a hospital to a skilled nursing or intermediate care facility, Correctional Treatment Center, or to the distinct skilled nursing or intermediate care service unit of the hospital where continuing care will be provided. The transfer summary, signed by the attending physician, includes the following information relative to the CDCR Patient-Inmate’s/DJJ Youth’s 1) diagnosis 2) hospital course 3) medications 4) treatments 5) dietary requirements 6) rehabilitation potential 7) known allergies and 8) treatment plan.
74. **Urgent Care** means a non-emergency admission or occurrence where timely evaluation and treatment is required for medical/psychiatric attention and/or hospitalization, but there is no immediate threat of loss of life or limb.
75. **Utilization Management (UM)** means a strategy designed to ensure that health care expenditures are restricted to those that are needed and appropriate by reviewing CDCR Patient-Inmate/DJJ Youth medical records through the application of defined criteria and/or expert opinion. It assesses the efficiency of the health care process and the appropriateness of decision making related to the site of care, its frequency and its duration, through prospective, concurrent, and retrospective utilization reviews.

**Vendor** Please see definition for Contractor.

1. **Warden** means a peace officer responsible for managing the overall operation of a State correctional institution for adult felons. The Warden is responsible for formulating and executing the inmate’s program for the care, treatment, training, discipline, custody and employment of inmates.
2. **Youth** means youthful offenders detained in a DJJ facility.