

INMATE MEDICATION INFORMATION FORM

INMATE INFORMATION

FULL LEGAL NAME OF INMATE: _____

STREET ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

DOB: _____ BOOKING #: _____

FAMILY CONTACT INFORMATION

FAMILY CONTACT NAME: _____ RELATIONSHIP: _____

STREET ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

DAYTIME PHONE: _____ EVENING PHONE: _____

CONTACT SIGNATURE: X _____

PSYCHIATRIST/TREATMENT FACILITY INFORMATION

PSYCHIATRIST/LAST TREATMENT FACILITY: _____ DATE LAST TREATED: _____

STREET ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ FAX: _____

MEDICAL INFORMATION

DIAGNOSIS: _____

DAYTIME MEDICATIONS: _____

NIGHTTIME MEDICATIONS: _____

PRIOR ADVERSE MEDICATION EFFECTS (i.e. side effects, allergies, poor efficacy): _____

IS SUICIDE A CONCERN? NO ____ YES ____ IF YES, WHY? _____

OTHER MEDICAL CONCERNS: _____

MEDICAL DOCTOR'S NAME: _____ OFFICE PHONE: _____

STREET ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

PHARMACY NAME WHERE YOU PICK UP YOUR PRESCRIPTIONS FROM: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

MY FAMILY MEMBER HAS BEEN ARRESTED – WHAT DO I DO?

A step-by-step guide to help families cope with the criminal justice system in San Joaquin County when a family member who suffers from a mental illness is arrested.

STEP ONE: SUPPORT YOUR RELATIVE

- If your family member/friend calls you and says that they have been arrested, help them stay calm and offer your help and support.
- There will be screening for medical and mental health concerns during booking into the jail. It is very important that they be direct and honest to benefit as much as possible from this screening process. Assure them that it is OK to discuss their physical and mental condition, diagnosis, medications, etc., with the staff conducting the screening, which includes jail medical staff and with behavioral health staff. It is important for them to feel safe to speak openly with nurses and mental health staff.

STEP TWO: CONTACT THE SAN JOAQUIN COUNTY JAIL

- To find out if your family member/friend is in jail, you can use the “WHO’S IN CUSTODY” link on the Sheriff’s Office website (www.sjsheriff.org). This site allows you to search for your family member/friend by typing in their name, booking number or by searching through the booking log for the last 24 hours.
- You may also call the San Joaquin County Jail Records Division at (209)468-4567 / (209)468-4562 / (209)468-4565.

What information can I get from the website or when I contact the jail?

- Booking number
- Booking date & time
- Charges
- Bail amount
- Next court date
- Mailing address
- Facility location for visiting
- Release information

STEP THREE: SEND A FAX

- You may get a copy of the **INMATE MEDICATION INFORMATION FORM** from the San Joaquin County Sheriff’s Office website (www.sjsheriff.org) or from the visiting officer. Once your relative has been booked you may print, complete, and fax as instructed below and on the form.

Why?

- The medical information you provide is tremendously valuable in making an assessment and will help the mental health staff select the best treatment for your relative.
- There is a clear preference for maintaining effective current treatment. However, the jail mental health staff must conduct its own assessment of your relative’s condition and may not necessarily prescribe exactly the same medications.
- **IMPORTANT: DO NOT** address anything relating to reasons why your family member may be in custody, to include any charges, in this fax. Medical information only!
- Keep a copy of this fax for your future reference.
- On the cover page of this fax, indicate whether your relative has provided you with a written confidentiality waiver. If your relative has not previously done so, ask to have them sign one while in jail. Jail staff is prohibited by law from giving anyone information about an inmate’s

medical/mental health status unless they have the inmate's consent. However, staff may **receive information** from relatives or friends without the inmate's consent.

- Once your relative has been booked, fax the completed Inmate Medication Information Form to the fax number below. Faxes can be sent 24 hours a day, seven days a week.

Correctional Health Services FAX: (209)468-4554

STEP FOUR: DECIDING ON LEGAL REPRESENTATION

- Your family member may want to retain a private attorney or use the Public Defender's Office. A public defender will be assigned at arraignment if your relative does not have or cannot afford a private attorney. Do not be afraid to use a public defender. Public defenders often have knowledge of the system as it pertains to those who need mental health services.
- If your family member decides to retain a private attorney, be sure to select one that is well versed in helping people with mental illness and understanding how to access the treatment facilities and mental health services that are available.

IMPORTANT CONSIDERATIONS

Bail: Think carefully about posting bail for your family member. No one wants a loved one to remain incarcerated for any length of time. It is an unpleasant experience for them as well as the family. However, you must ask yourself the following question: Will your family member be able to comply with the terms of the bail and appear in court when required?

Working with an attorney: Call the Public Defender's office and ask for the name and phone number of the attorney who will be handling the case. It is more likely the attorney will be at his or her desk in the morning between 8:00 – 8:30 a.m. before court begins or later in the afternoon after 3:30 p.m. If you do not reach the attorney, you can leave a message requesting a return call with your name, phone number, your family member's name and, if possible, the case number and court date. Due to the attorney-client confidentiality requirement, there will be information the attorney may not be able to share with you. Remember, it is your family member, not you, who is the attorney's client.

Inform the attorney of your family member's condition and any information that may be beneficial to the case. Provide the attorney with a concise medical/psychiatric/social/educational history of your family member in writing. Include hospitalization, diagnosis information, medication treatment, and the contact information of those doctors/clinicians and of facilities that have treated your family member in the past. This information will be very useful in pursuing the best outcome for your loved one. Attorneys are extremely busy and many will appreciate written or faxed correspondence.

San Joaquin County Public Defender's Office

Phone: (209)468-2730

Fax: (209)468-2267

Supporting and coping with a loved one who suffers from a brain disorder can be extremely challenging and stressful. Knowledge, as well as your love and fortitude, will be essential in helping you to become a strong and effective support system for your family member. For information about support groups and educational programs provided free of charge in your area, contact NAMI, the National Alliance on Mental Illness, (209)468-3755 or on their website (www.namisanjoaquin.org). If you live outside of San Joaquin County you can contact NAMI California in Sacramento at (916)567-0163 or on their website (www.namica.org). NAMI National has a Help Line that can help you connect to advice and resources in your area (800)950-6264.

Note: This informational guide was adapted from NAMI Los Angeles County Council and NAMI volunteers based on their own personal experience to help families navigate the system, and edited for San Joaquin County. We are not attorneys, and this is not intended to be a substitute for professional legal advice. Please assist your family member in obtaining proper legal representation.