**Purpose:** The Medical Corrections Officer’s Medical Incident Report (IDF) is used for documentation when an inmate becomes injured while at the Escambia County Road Prison.

**Procedure:** A Medical Incident Report must be filled out any time an inmate is injured. In addition, documentation in the inmate’s medical chart progress notes must be completed. The Medical Incident Report must be filled out completely, with a generalized narrative to include what activity the inmate was engaged in, when the incident occurred, where treated, and possible further disposition of the inmate after the evaluation or treatment.

These reports are part of the public record. There is no need for an in depth discussion of the exact injury or medical evaluation and treatment in the Medical Incident Report, as the specifics of the injury will be noted on the inmate’s medical chart progress notes.