

ADPH Policy: ADAP Enrollees who are Incarcerated - Updated 2026

City or County Jail

At which time an ADAP enrollee is in a city or county jail that does not contract with a healthcare provider to provide medication services, the individual will **continue to be eligible** to receive ADAP medication services.

- To ensure the Ryan White HIV/AIDS Program remains payer of last resort for medication services, the city or county jail must provide written documentation to the ADPH ADAP Central Office stating that the city or county jail where the inmate is housed does not contract with a health care provider to pay for medication services for individuals with HIV. Documentation must be submitted for each client.
- ADAP medications will continue to be shipped by the Pharmacy Benefits Manager or MAO to the incarcerated ADAP enrollee's clinic. The clinic will be responsible for providing medication to the enrollee while in city or county jail.
- This policy applies to persons who are in county or city "work release" programs as they are still under the care and custody of a city or county jail.

If the ADAP Enrollee is transferred to a state or federal prison, the clinic must notify the ADAP central office **immediately** and follow the guidelines outlined below.

Federal or State Prison

At which time an ADAP enrollee is incarcerated in a State or Federal prison, the individual is **no longer eligible** for ADAP medication services.

- The clinic must notify the ADPH ADAP Central Office immediately when an ADAP enrollee is incarcerated by noting the enrollment revision "due to incarceration" on the Assessment tab under Disenrollment application in Service Point.
- The incarcerated enrollee will be placed on "Terminated ADAP enrollment" status, and the Pharmacy Benefits Manager will be notified to stop all further medication shipments.

The incarcerated client may reapply as a new applicant once released.

Probation and Parole

Persons who are on probation, parole, or house arrest, may apply for ADAP enrollment because they are living in the community and are not in the care or custody of a jail or prison system, although they may be reporting to a parole or probation officer.

NOTE: During extreme circumstances when there is an ADAP waiting list, the applicant's name will be placed at the end of the waiting list and added to active ADAP on a first come first serve basis if compliant with Date of Birth Cycle and is determined to be eligible for active enrollment at that time by the Eligibility Specialist.

Federal policy: HRSA Policy Notice 18-02, "The Use of Ryan White HIV/AIDS Program Funds for Core Medical Services and Support Services for People Living with HIV Who Are Incarcerated and Justice Involved"
<https://ryanwhite.hrsa.gov/sites/default/files/ryanwhite/grants/pcn-18-02-people-who-are-incarcerated.pdf>

State policy: 2024 Code of Alabama, Title 14 - Criminal Correctional and Detention Facilities. Chapter 6 - jails. Article 1 - General Provisions. Section 14-6-22 - Misdemeanant Required to Pay Costs of Incarceration; Remission of Costs; Amount and Method of Payment; Payment of Costs as Condition of Probation, Etc., Authorized; Procedure Upon Default; Disposition of Costs. Universal Citation: AL Code 14-6-22 (2024)



Alabama Ryan White HIV/AIDS ADAP Program City/County Jail Incarceration form



For ADPH ADAP ServicePoint (SP) application for individuals, this form is an extension of the SP application. All information provided is expected to be accurate and true.

If a city or county jail does not contract with a healthcare provider to provide medication services to incarcerated ADAP clients, then **the incarcerated individual remains eligible** for ADAP medication services.

- To ensure the Ryan White HIV/AIDS Program remains the *payor of last resort* for medication services, the city/county jail must provide written documentation to the ADPH ADAP Central Office for each incarcerated ADAP enrollee, indicating no healthcare provider services are available to pay for medication services for individuals with HIV.
- ADAP medication will be shipped by the Pharmacy Benefit Manager, to the incarcerated ADAP enrollee's clinic, for the clinic to provide to the ADAP enrollee while incarcerated.
- This policy applies to persons who are in county or city "work release programs" as the individual remains in care and custody of the city or county jail.

Case Manager Instructions:

1. Ensure this form is provided to the city or county jail where the ADAP enrollee is incarcerated, for the jail officials to complete on behalf of the ADAP enrollee
2. Upon receipt of this completed from the city/county jail, upload this to the client's SP profile.

Incarcerated individuals information	
Legal First Name:	Legal Last Name:
Date of Birth: (MM/DD/YYYY)	Incarceration Date: (MM/DD/YYYY)
ServicePoint ID Number:	
Attestation (City/County Jail Representative must complete all of the below)	
I hereby certify that the information on this form is <i>accurate to the best of my knowledge, I reviewed this with the client, and it is complete and correct</i> . I advised the ADAP client that intentionally withholding and/or providing false or misleading information here will result in immediate denial or termination of all RWHAP Part B funded services, including ADAP services.	
Name and full address of the city/county jail	
City/County Jail representative <i>printed name</i>	
City/County Jail representative <i>signature</i>	
Date form signed	
My name, signature and date above confirm that this county/city jail that I represent, does not contract with a healthcare provider to pay for medication services for individuals with HIV.	