

Action Plan – Ms Saria Hart at HMP Foston Hall– Self inflicted on 12/10/2019

No	Recommendation	Accepted/ Not Accepted	Response	Target date for completion and function responsible
1	The Operational Manager and Head of Healthcare should ensure that staff conducting reception assessments always examine and consider the Person Escort Record, and any other documents that arrive with the prisoner, to assess whether the prisoner has any risk factors for suicide and self-harm.	Accepted	<p>Reception staff will be reminded by email of the need to examine and consider the PER and any other documents that arrive with the prisoner to ensure that they can properly assess new arrivals for potential risk to self. The email will also remind staff that then a prisoner comes into custody with a SASH form, they should consider whether an ACCT should be opened, and if they decide this is not necessary they must document this decision on NOMIS. Additionally, risk factors for suicide and self-harm are prominently displayed in the reception area for staff to refer to.</p> <p>Management checks will be carried out to provide assurance that this process is fully embedded.</p>	Operations Governor July 2020
2	<p>The Operational Manager should ensure that staff manage prisoners at risk of suicide and self-harm in line with PSI 64/2011, in particular staff should:</p> <ul style="list-style-type: none"> • identify caremap actions that are detailed, time-bound and tailored to reduce the prisoner's risk; • ensure that the ACCT document accompanies the prisoner when they move around the prison; and 	Accepted	<p>All ACCT case managers have completed the ACCT Case Management training within the last 12 months to ensure they are aware of the requirements to manage ACCT processes effectively.</p> <p>All ACCT case managers will be reminded by email that actions on the risk reduction plan (ACCT V6) are detailed, time-bound and tailored to reduce the prisoners' risk. In addition, a best practice example is to be sent by email to all case managers.</p> <p>A Staff Information Notice will be issued, reminding staff of the importance of ensuring that ACCT documents accompany the prisoner when they move around the prison.</p> <p>Following Ms Hart's death, a Staff Information Notice was sent out to staff in October 2019 reminding them of the need to ensure that any</p>	Head of Safety July 2020

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	<ul style="list-style-type: none"> review the prisoner's level of risk whenever there is an event or change of circumstances that could impact on risk. 		<p>change in circumstance that could increase the risk to self is communicated to the orderly officer or ACCT case manager to enable any change in the level of risk to be assessed. This SIN will be reissued.</p> <p>Assurance checks are carried out by Custodial Managers on a weekly basis to monitor quality and adherence to policy.</p>	
3	The Operational Manager should ensure that where disciplinary charges are heard against a prisoner subject to ACCT procedures, the Adjudicator fully considers the prisoner's risk factors on their ACCT plan and records these in the adjudication paperwork.	Accepted	<p>In October 2019, an email was sent out to all adjudicating governors reminding them that they need to consider a prisoner's risk to self when conducting adjudications and ensure that this is documented in the adjudication paperwork.</p> <p>A Staff Information Notice will be sent to staff reminding them of the importance of ensuring that ACCT documents accompany the prisoner when they move around the prison to ensure this information is available to adjudicators.</p> <p>An email was also sent to the Care and Separation Unit (CSU) staff and functional mail box reminding them to ensure that any prisoner on an ACCT who is having an adjudication heard, that the ACCT is brought with them to the CSU.</p>	Head of Safety July 2020
4	The Operational Manager should ensure that prisoners in segregation are managed in line with PSO 1700, in particular:	Accepted	All Operational Managers will be reminded that they need to explore and discount all other options when making the decision to segregate a prisoner who is on an ACCT document, and that this decision must only be made in exceptional circumstances.	Head of Safety July 2020

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	<ul style="list-style-type: none"> Prisoners on an ACCT are segregated only in exceptional circumstances. Where a segregated prisoner becomes subject to ACCT procedures, a new healthcare algorithm is completed to check that a prisoner is fit to be segregated and the appropriateness of continued segregation is reviewed promptly. 		<p>A Staff Information Notice to be sent out reminding staff that if an ACCT is opened on a segregated prisoner that the duty governor needs to be made aware so that a defensible decision can be completed.</p> <p>Staff will also be reminded on the SIN of the need to ensure that healthcare are made aware if an ACCT is opened on a segregated prisoner so that a new algorithm can be completed.</p>	
5	The Head of Healthcare should ensure that staff carry out a proper examination of a prisoner after a use of force incident.	Accepted	<p>All operational staff will be reminded of the need to inform healthcare of any use of force so that the can attend to carry out an examination of the prisoner and complete a F213 – Injury to Prisoner.</p> <p>The Head of Healthcare will also be reminded of the need for healthcare staff to undertake a full examination of the prisoner involved within 24hours if an immediate assessment is not safe to undertake.</p>	Head of Healthcare July 2020