

Action Plan in response to the PPO Report into the death of Mr Rolandas Karbauskas on 25 March 2023 at HMP Lowdham Grange

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date
1	<p>The Governor and Head of Healthcare at HMP Lincoln should:</p> <ul style="list-style-type: none"> • review processes to ensure staff consider PERs and SASH forms and record that they have done; • conduct a regular audit to satisfy themselves the process is embedded; and • ensure staff know the red flags for suicide and self-harm and, where they are present, document their reasoning for not starting ACCT (Assessment Care in Custody Teamwork) procedures. 	Accepted	<p>The Reception Custodial Manager at HMP Lincoln has reviewed the current reception processes in relation to PERs and SASH forms. As part of this, they have ensured that staff have the knowledge to consider risk information documented on PERs and SASH forms and how to record that these forms have been considered.</p> <p>In addition, the Reception Custodial Manager has implemented an assurance process that will be carried out on a monthly basis to ensure processes are being followed. This process will also check that staff document their reasoning for not starting ACCT procedures.</p>	Head of Operations HMP Lincoln, HMPPS	Completed
2	The Governor at HMP Lincoln and Director at HMP Lowdham Grange and their Heads of Healthcare should audit of the use of interpreting services to assure	Accepted	The Governor at HMP Lowdham Grange has reviewed the induction process and has implemented a new induction passport for all receptions, which records if an individual requires an interpreting service. A weekly audit check of	Governor HMP Lowdham Grange, HMPPS	Completed

	<p>themselves that they are always used where appropriate, and if they are not ensuring all staff are trained in their use.</p>		<p>the passports is carried out to ensure that interpreting services are being used where appropriate.</p> <p>The Head of Healthcare at HMP Lowdham Grange has confirmed that an audit of the use of interpreting services has been carried out and all staff are able to use the services without difficulty.</p> <p>The Governor at HMP Lincoln has confirmed that all staff have access to telephone interpreting services and information posters are displayed in all areas of the prison.</p> <p>The prison has appointed designated Foreign National Key Workers to work with foreign national prisoners. These key workers utilise staff that speak different languages in order to communicate with prisoners who speak limited or no English, as required. The prison has published a Notice to Staff detailing how to use this service, including contact details for help and support.</p> <p>Additionally, the importance of using the appropriate interpreting services and recording its use in prisoners' case notes has been highlighted to staff in the key worker bi-monthly newsletter.</p>	<p>Head of Healthcare HMP Lowdham Grange, Nottinghamshire Healthcare NHS Foundation Trust</p> <p>Governor HMP Lincoln, HMPPS</p>	<p>Completed</p> <p>Completed</p>
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3	The Clinical Matron at HMP Lincoln should ensure that prisoners are not discharged from the mental health service without ever being seen face to face and that they are informed of the decision.	Accepted	<p>All prisoners are now seen face to face before being discharged from the service. This is supported by a daily allocation meeting where it is discussed.</p> <p>All decisions and actions are recorded on 'System One'.</p> <p>Assurance checks are in place by the Clinical Matron.</p>	Clinical Matron HMP Lincoln, Nottinghamshire Healthcare NHS Foundation Trust	Completed
4	The Director at HMP Lowdham Grange should ensure that staff understand they should complete a welfare check at unlock and consider randomised checks of	Accepted	The Governor at HMP Lowdham Grange has issued a Governor's Order which reminds staff of the importance of checking on all prisoners at unlock periods and that a verbal response should be sought in all cases. These mandatory checks will be reinforced via staff wing briefings.	Governor HMP Lowdham Grange, HMPPS	Completed

	CCTV footage to ensure they are being done.		Consideration is being given to the introduction of a quality assurance process to ensure that staff are completing welfare checks at unlock.		
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