

**Action Plan- David Haywood at HMP Oakwood on 07/04/2016**

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Director and Head of Healthcare should ensure that requests for prisoners to go to hospital are prioritised and that there is a clear and auditable process to ensure that appointments are arranged without delay.	Accepted	The Director reminded all staff in September 2016 during the morning operational meeting that requests for prisoners to go to hospital must be prioritised in regards to need, and that any proposed change to times and dates must be agreed with the Head of Healthcare. Healthcare will maintain a record of decision-making about which prisoners go to hospital and at what time.	Director Head of Healthcare  Completed
2	The Director and Head of Healthcare should ensure that all staff undertaking risk assessments for prisoners taken to hospital understand the legal position and that assessments fully take into account the health of a prisoner and are based on the actual risk the prisoner presents at the time.	Accepted	<p>The Director has reminded all relevant staff through a briefing about the local risk assessment document. The local risk assessment form reflects the requirements contained in the standard risk assessment form within the National Security Framework. The briefing will ensure that all staff undertaking risk assessments for prisoners taken to hospital understand the legal position; that assessments must fully take into account the health of a prisoner and be based on the actual risk that the prisoner presents at the time.</p> <p>The Healthcare Clinical Manager has been instructed to ensure that accurate health information is provided on all risk assessment forms, and that healthcare staff are briefed on the completion of the risk assessment forms.</p> <p>Complex clinical cases with longer term implications will now be subject to case management planning by the Senior Management Team. All risk assessments will be subject to internal management checks as well as external audits.</p>	Director Head of Security Head of Healthcare  Completed