

Action Plan – Richard Grindon at HMP Stoke Heath on 04/10/2016

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that local emergency protocol properly reflects the requirements of PSI 03/2013.	Accepted	An updated local emergency protocol, which clearly explains the role of the control room in dealing with medical emergencies, and reflects the requirements of PSI 03/2013, will be issued to all staff via a Governor's notice by March 2017	Governor Head of Safer Custody March 2017
2	The Governor and Head of Healthcare should ensure that all staff undertaking risk assessments for prisoners taken to hospital understand the legal position on the use of restraints 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 local risk assessment form reflects the requirements contained in the standard risk assessment form within the National Security Framework. The Head of Operations has reminded all relevant staff through functional briefings in January 2017 about the updated local risk assessment document, to 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 Head of Healthcare was also reminded at this time, by the Head of Operations, of the need to ensure that accurate health information is provided on all risk assessment forms, and that healthcare staff are sufficiently briefed on the completion of the forms, and all decisions are fully documented. The Head of Healthcare reminded healthcare staff at a staff meeting in January 2016 that accurate health information must be provided on all risk assessment forms, and forms are completed in detail.</p> <p>In January 2017 the Head of Operations introduced a management audit check of the risk assessment documentation.</p> <p>Complex clinical cases with longer term implications will now be</p>	Governor Head of Operations Head of Healthcare Completed

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			subject to case management planning between the Heads of Safer Custody, Healthcare and Operations.	
3	The Governor should ensure that where a prisoner is cuffed and attending hospital, escorting staff are aware of the contingencies in place	Accepted	The local updated risk assessment document that was introduced and circulated to all staff in January 2017, sets out the contingencies in place when escorting prisoners attending hospital. Escorting staff were reminded of the local risk assessment document via a staff briefing in January 2017 and of the contingencies to be followed when escorting prisoners to hospital. They were also reminded that the discharging custodial manager will brief them about arrangements for cuffing, signing for cuffs and the management of cuff keys. This recommendation will be closely monitored by Head of Operations.	Governor Head of Operations Custodial Manager Completed