

Action Plan – Ricky Slade at HMP Nottingham on 03/02/2017

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	<p>The Governor should ensure that effective mechanisms are in place to identify risk factors, that all staff understand the procedures for identifying prisoners at risk of suicide and self-harm and for managing and supporting them. In particular, staff, including medical staff, should:</p> <ul style="list-style-type: none"> • Ensure case reviews are multidisciplinary and include all relevant people involved in a prisoner's care, including healthcare staff attending first case reviews. • Assess risk of suicide and self-harm based on available information and all known risk factors and not just on the prisoner's presentation. 		<p>All staff were reminded via a Notice to Staff in June 2017 of the procedures for identifying prisoners at risk of suicide and self-harm and for managing and supporting them.</p> <p>A review of ACCT processes at the establishment began in July 2017, and will complete in September 2017. As part of the review, the establishment will be taking steps to ensure that improved ACCT processes are in place and those prisoners who require additional support are supported by staff with the sufficient skills. The improved ACCT processes will include individual key workers for prisoners, a booking system to ensure full multi-disciplinary attendance at first case reviews, and more regular management assurance checks. All staff will be informed of the outcome of the review after it completes.</p> <p>In August 2017, the Head of Healthcare committed resources to ensure all ACCT first reviews have mental health nurse input. Assurance of health care attendance will be monitored via the ACCT quality assurance checks and non-compliance will be raised by Head of Safer Custody with the Head of Healthcare.</p> <p>Suicide and Self Harm Prevention training will be delivered to all staff as part of a rolling programme to refresh their existing skills in how to care for prisoners at risk of suicide and self-harm, including the need to assess risk based on available information of risk factors rather than reliance on the prisoner's presentation. Those staff responsible for managing ACCT case reviews will be allocated to the new ACCT Case Manager training which commences in September 2017.</p>	<p>Governor Head of Safer Custody Head of Healthcare September 2017</p>

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			Progress of staff numbers trained will be monitored monthly by the Head of Safer Custody.	
2	The Governor and the probation divisional office for the Midlands should ensure that effective arrangements are in place so that offender managers can share all urgent risk information and such information is acted on with sufficient urgency		The Head of Safer Custody, Head of Offender Management Unit and the Senior Probation Officer are in consultation over the best arrangements to be put into place so that offender managers can share all urgent risk information, and this information is acted on with sufficient urgency. The consultation process will take place via key stakeholder meetings and staff forums. The agreed process will be in place and communicated to staff via a Notice to Staff and staff briefings by September 2017.	Head of Offender Management Unit Senior Probation Officer Head of Safer Custody September 2017
3	The Governor should ensure that all staff are aware of and understand PSI 24/2011 and Nottingham's local instructions for entering a cell alone. In particular, staff, including operational support grades should understand that, subject to a personal risk assessment, they should always enter a cell at when there is potentially a risk to life.	Accepted	A Governor's Order was issued to staff in August 2017, reminding them of PSI 24/211 Management and Security of Nights, and in particular about local night instructions and the need to make a rapid dynamic risk assessment about when staff must enter a cell to preserve life. Orderly officers who manage the prison during night state will be briefed again in September 2017 on the importance of this order and the need to remind night staff about it. Compliance with this will be monitored during Duty Governor rounds, with any areas of concern reported to line managers for further investigation or support.	Governor Head of Safer Custody September 2017