

Action Plan-Badr Rayan at HMP Swinfen on 08/05/17

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	<p>The Governor of HMYOI Brinsford should ensure that staff manage prisoners at risk of suicide and self-harm in line with national guidelines, including that:</p> <ul style="list-style-type: none"> <input type="checkbox"/> First case reviews are multidisciplinary and always include a member of healthcare staff. <input type="checkbox"/> ACCT caremap actions are initiated at the first case review, are specific and meaningful, and identify all of the issues identified at Assessment interviews and case reviews. <input type="checkbox"/> Case reviews are held before a prisoner subject to ACCT procedures is transferred, to make sure that any additional risks associated with the transfer have been considered and discussed with the prisoner. 	Accepted	<p>All staff were reminded via a notice to staff and full staff briefing in July 2017 of PSI 64/2011 Safer Custody, about how to identify, manage and support prisoners who are at risk of harm to self and from others. Additionally, the Head of Safety is currently developing guidelines to further support staff to manage prisoners at risk of suicide and self-harm more effectively. This will be completed by March 2018. Currently, case managers are supported weekly through the multi-disciplinary meeting (MDM) with advice and support on any issues of concern provided by the Head of Safer Custody.</p> <p>In June 2017, staff were reminded via a staff notice that ACCT caremap actions set at the first case review must be specific and meaningful, and identify all of the issues identified at interviews and case reviews. They were also reminded that case reviews must be held prior to any prisoner who is subject to ACCT procedures being transferred out of the establishment to ensure that any additional risks associated with the transfer are considered and discussed with the prisoner. All prisoners due to be transferred who are on an open ACCT or in post closure will be reviewed by the case manager, safer custody team and offender management unit prior to transfer to check that all relevant case reviews are completed. The safer custody department will update the receiving establishment via email on the outcome of the review.</p> <p>ACCT case manager training was delivered to all relevant staff in 2017, and since June 2017 staff have begun receiving Suicide and Self-Harm training (SASH), which forms part of a rolling programme.</p> <p>In July 2017, ACCT case managers were issued with a staff notice to remind them that first case reviews must be multidisciplinary and to alert healthcare staff and other relevant key workers via email or telephone call to ensure their attendance at every first case review. Attendance of all relevant staff at ACCT reviews are monitored daily by custodial managers to ensure full attendance.</p>	Governor Head of Safety March 2018

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2	The Head of Healthcare of HMYOI Brinsford should ensure that continuity of healthcare is established when a prisoner subject to ACCT procedures is transferred.	Accepted	<p>The Healthcare case co-ordinator dealing with any prisoner subject to ACCT procedures who is due to be transferred, will liaise with the Healthcare case co-ordinator at the receiving establishment to ensure that a full handover of care is provided and there is continuity of healthcare. All transferred prisoners, who are subject to ACCT monitoring will have their healthcare record available via SystemOne at the receiving establishment.</p> <p>Since October 2017, prisoners who are no longer under the care of the Mental Health team and have a long and complex history, will also have their care history handed over to the receiving establishment to ensure risk is identified as the earliest possible opportunity. All relevant staff were reminded about this process at the local monthly governance meeting in October 2017.</p> <p>This recommendation will be closely monitored by the Head of Healthcare.</p>	Head of Healthcare Completed
3	<p>The Governor of HMP Swinfen Hall should ensure that staff manage prisoners at risk of suicide and self-harm in line with national guidelines, including that:</p> <ul style="list-style-type: none"> <input type="checkbox"/> ACCT case reviews are multidisciplinary and include all relevant people involved in the prisoner's care, including healthcare staff where relevant. <input type="checkbox"/> ACCT caremap actions are specific and meaningful, and identify all of the issues identified at assessment interviews and case reviews. <input type="checkbox"/> Case reviews consider all 	Accepted	<p>All ACCT case managers were reminded via a staff notice in June 2017 that first case reviews must be multidisciplinary, and that healthcare staff and other relevant key workers must be alerted via email or telephone call to ensure attendance at every first case review.</p> <p>ACCT case managers were issued with updated guidance on 'Multi-Disciplinary Working and Care Planning for Prisoners on an ACCT' in June 2017. The guidance reminds staff that multi-disciplinary case reviews must be attended by all relevant people involved in a prisoner's care. Where this is not possible, advice must be sought and documented as part of the ACCT review.</p> <p>In June and November, 2017, staff were further reminded via staff notices about PSI 64/2011 and their responsibility to manage prisoners at risk of suicide and self-harm. The staff notice also reminded them that ACCT care map actions initiated at the first case review, must be specific and meaningful, identify all of the issues identified at interviews and case reviews, and that case reviews must be held prior to any</p>	Governor Completed

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	<p>relevant information that affects risk, and staff review the risk of suicide and self-harm whenever an event occurs which indicates an increase in risk.</p> <p><input type="checkbox"/> Observations and conversations are carried out as directed and documented in the ongoing record, with observations carried out at unpredictable intervals</p>		<p>prisoner who is subject to ACCT procedures being transferred out of the establishment. The safer custody department will update the receiving establishment via email on the outcome of the ACCT review. Quality assurance of this process is completed by management checks which include, monthly audits by custodial managers and post closure checks by the Safer Prisons team. Any areas of concern or trends identified are communicated to all staff and managers via a weekly analysis report by the Head of Safer Custody.</p> <p>A Single Case Management Model for ACCT Case Manager Allocation was introduced in July 2017 to improve consistency of ACCT Case Management and improve the quality of ACCT reviews.</p> <p>Guidance in relation to levels of observations and conversations were published in July and September 2017 and circulated to all staff. Since July 2017, coaching has been provided to staff by ACCT case managers when they are conducting ACCT assurance checks where required. Any concerns raised are addressed by the Safer Custody Custodial Managers.</p> <p>A multi-agency meeting, chaired by the Head or Deputy Head of Safer Prisons takes place weekly, which enables discussion regarding any prisoner presenting with concerns regarding suicidal ideation and/or thoughts of self-harm so that appropriate support can be put into place.</p> <p>Delivery of the Suicide and Self-Harm training (SASH) began in May 2017 as part of a rolling training programme with the aim that all staff undertake this by June 2018. . All ACCT case managers have also been enrolled on an ACCT Case Manager Refresher Course, due to commence in January 2018.</p>	
4	The Governor should ensure that	Accepted	All staff were reminded via a staff notice in November 2017 of the local Night	Governor Head

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	HMP Swinfen Hall has a protocol that instructs staff how to respond to obscured observation panels at night, including that they enter cells as quickly as possible if there is information that the prisoner may be at risk.		Operating Procedures ,which instructs staff in how to how to respond to obscured observation panels at night, and the importance of entering cells promptly if there is information that the prisoner may be at risk.	of Safer Custody Head of Security Completed.