

**Action Plan- David Rayner HMP Woodhill  
Self- Inflicted 25/08/2016**

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	<p>The Governor should ensure 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"> <li>▪ Consider and record all the known risk factors of newly arrived prisoners when determining their risk of suicide or self-harm, including information from suicide and self-harm warning forms, PERs and police medical records.</li> <li>▪ ACCT case reviews should assess the level of risk taking into account all risk factors, not just a person's presentation at that time.</li> <li>▪ Triggers and warning signs should be worded appropriately and not just list statements of fact.</li> </ul>	Accepted	<p>Training focussing on the identification of risk factors, risk assessments and triggers, which includes case studies and skills practice, has been delivered to the majority of staff and will continue to be delivered to all new case managers.</p> <p>The delivery of ACCT training has been prioritised to improve the staff understanding of their responsibilities when managing prisoners subject to an ACCT. To date Case Management training has been delivered to 90% of managers who chair ACCT case reviews. This is a rolling training programme with the remaining managers to be trained by April 2017.</p> <p>Quality assurance checks are completed on all ACCT documents by the wing manager which includes checking the appropriateness of observation levels in relation to risk and also confirming that ongoing record entries reflect the set level of interactions and observations. The Safer Custody team check all open ACCT documents at the 72 hour point, scrutinising the quality of the assessment, first review and care map. This includes a review of the actions, ensuring they are time bound and person specific and that the prisoner has signed and been offered a copy of their caremap.</p> <p>In addition to this, each weekend Duty Governors are issued with a quantity of check sheets and details of the ACCTs to be checked. This ensures that all ACCTs are checked once per month. Any deficiencies are fed back to</p>	April 2017 Safer Prisons

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			the case and wing managers. The completed check sheets are returned to the Safer Prisons team and a follow up procedure is currently being developed to ensure that identified actions have been taken.	
2	The DDC for the High Security Estate and the Woodhill Taskforce should conduct a post-implementation review to ensure that the Early Days In Custody Booklet and Entry to Custody Risk Assessment are necessary, effective, supported by adequate training and being used by staff as intended. We expect a report within one month of receiving this initial report.	Accepted	A review of the Early Days in Custody and Entry to Custody Risk Assessment booklet will take place in April 2017. This review will involve key stakeholders from Safer prisons, Early Days and Healthcare. The review will be based on examination of randomly selected booklets, prisoner interviews and feedback from a review by the High Security Regional Safer Prisons lead.	April 2017 Early Days & Safer Prisons