

**Action Plan- Jerome Jones at HMP Stoke Heath on 27/10/2017**

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor and Head of Healthcare should ensure that all staff are aware of PSI 03/2013 and local guidance and understand their responsibilities during medical emergencies, including that the control room calls an ambulance immediately an emergency medical code call is received	Accepted	In January 2018, all staff were reminded via a staff notice about PSI 03/2013 and the local guidance document on medical emergencies. These documents outline the responsibility of staff during medical emergencies, and the need for control room staff to call an ambulance immediately when an emergency medical code call is received. All staff will be reminded of this annually.	Governor Head of Healthcare Completed
2	The Governor should ensure that the family liaison officer offers the next of kin the opportunity to see the cell before it is emptied and cleaned.	Accepted	In May 2018, the Head of Safer Prisons reminded all relevant staff and family liaison officers that when dealing with bereaved families, they must offer the next of kin the opportunity to see the cell of the deceased before it is emptied and cleaned. This recommendation will be added to the Death in Custody contingency plans, and will be monitored by the Safer Prisons Custodial Manager.	Governor Head of Safer Prisons Safer Prisons Custodial Manager Completed