

**Action Plan – Jessica Whitchurch at HMP Eastwood Park on 20/05/2016**

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that staff fully consider all risk factors when assessing the risk of prisoners at risk of suicide and self-harm. Constant supervision should be considered when indicated, in line with guidance in PSI 64/2011.	Accepted	Local training will be delivered to all relevant staff about the factors to consider when assessing prisoners at risk of suicide and self-harm. All staff will also be trained in the importance of considering constant supervision when dealing with prisoners at risk of suicide or self-harm, in line with the guidance in PSI 64/2011.	Governor Head of Safer Custody  31 March 2017
2	The Governor should ensure that staff manage prisoners at risk of suicide or self-harm in line with national guidelines. In particular-  2ai) Staff should hold multi-disciplinary case reviews attended by all relevant people involved in a prisoner's care.	Accepted.	Case Managers were reminded in December 2016 by e-mail of the requirement for ACCT case reviews to be multi-disciplinary, and to advise Safer Custody via the functional mailbox of all instances where planned case reviews have not taken place. Departments that participate in ACCT reviews were reminded at the same time of the requirement to attend or contribute to ACCT reviews,  ACCT case managers will receive weekly e-mail notifications of prisoners being case managed by the Mental Health & Substance Misuse teams – this will enable them to identify and make contact with the relevant worker and agree attendance as appropriate at ACCT reviews. This information will also be held on the networked shared drive.  The Safer Custody Managers will undertake a weekly quality assurance review of a percentage of open and closed ACCT documents – one strand of this process will review whether ACCT reviews are multi-disciplinary. Non-compliance will be taken forward with individual case managers and a monthly summary will be discussed at the Safer Custody monthly meeting.	Head of Safer Custody  Completed

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	<p>2a) A member of healthcare staff should attend all first case reviews.</p> <p>2b) Care managers should set ACCT care-map actions and review progress against care-maps at each review and not close ACCT plans until all care-map actions have been completed.</p> <p>2c) ACCT plans should remain on the wing until completion of the post closure interview.</p>	Accepted	<p>A protocol that requires that a member of the mental health team attends all first case reviews following the ACCT assessment came into operation on the 7 December 2016. Mental health attendance at first reviews will be monitored and regularly reviewed by the Safer Custody Managers and Mental Health Team Managers</p> <p>Case Managers will be reminded by e-mail of the requirement to set care-map actions and regularly review progress, and not close ACCT plans until all actions have been completed.</p> <p>Locally delivered safer custody training for Case Managers will include a strand in relation to achieving effective care maps and effective case reviews.</p> <p>All open ACCT documents are kept on the relevant wing. Post closure ACCT documents are now held centrally in the Safer Custody department so that they are accessible to all staff to collect for review, closure or reopening.</p> <p>All staff will be reminded of the post closure interview process via a staff notice.</p>	<p>Head of Safer Custody/Mental Health Team Leader</p> <p>Completed</p> <p>Head of Safer Custody</p> <p>31 March 2017</p> <p>Head of Safer Custody</p> <p>31 January 2017</p>
3	The Deputy Director of Custody for the Women’s Estate should oversee a review of Kinnon Unit and ensure that the range of risks and needs of all women at	Accepted	A Review of the Kinnon Unit has taken place and the outcomes of that Review has been made available to the Deputy Director of Custody, who will consider the recommendations of that report and the implications not just for the Kinnon Unit but for the wider Women’s Estate. These findings will be discussed at Women’s Estate Governing	Deputy Director of Custody
				Governing Governor

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	Eastwood Park can be appropriately addressed.		Governor's meeting and will feed into the programme of work for the prison over the coming year.	28 February 2017