

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that staff trained in reception procedures assess all new arrivals and check previous records.	Accepted	<p>All new reception staff will receive training regarding the local risk and triggers form which is in use by the First Night Team. This local assessment form assists staff in determining potential risk factors, and serves to remind them of the requirement to check all available documentation including:</p> <ul style="list-style-type: none"> • Self Harm notification alert / notification sheet which is completed by escort services. • Prisoner Escort Record and NOMIS (prison electronic records). • SystemOne records (electronically held medical information available only to Healthcare staff). • Police National Computer records, and any other available reports such as court reports and safeguarding reports. <p>Individual interviews are conducted with all newly arrived prisoners which enables interviewing staff to make an informed assessment regarding risk. Staff will be reminded that the outcome of the interviews and risk analysis must be recorded within the prisoner's case notes and risk and triggers form.</p> <p>Reception staff will be reminded via a notice to staff and verbal briefing of the need to check for previous prison numbers, in order that records can be married up to ensure all previous information is correct and captured.</p>	<p>31 July 2016</p> <p>Head of Residence and Safety</p>
2	The Governor should ensure that there are supportive	Accepted	HMP Exeter has identified sufficient additional vulnerable prisoners spaces on another wing, for use when the vulnerable prisoner unit	Completed.

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	<p>procedures for all new arrivals and that when there is no room in the vulnerable prisoner unit, prisoners kept apart from others because of their vulnerability, have an appropriate regime and are checked regularly by a nominated officer to ensure their wellbeing.</p>		<p>is full. All vulnerable prisoners allocated one of these cells are provided with an appropriate regime in line with the prison's First Night /Induction Operational Order.</p> <p>All newly received prisoners are assessed by Healthcare staff who will consider the requirement for welfare checks due to detoxification.</p> <p>If overnight welfare checks for new prisoners with possible alcohol and drug use disorders are required, these prisoners will be allocated appropriate cells as required by the local protocol which came in to force in September 2015.</p>	<p>Head of Residence and Safety</p> <p>Healthcare Manager</p>
3	<p>The Governor should ensure that all prison staff understand the need to use emergency medical codes in line with PSI 03/2013 and the local protocol</p>	Accepted	<p>In May 2016, all staff were issued with a pocket guide to emergency response codes. A notice to staff was published in May 2016 to remind all staff about the need to use emergency medical codes in line with the national instruction and the local protocol, and that control room staff are required to call an ambulance immediately when an emergency medical code is received, without waiting for further confirmation.</p>	<p>Completed.</p> <p>Head of Residence and Safety</p>
4	<p>The Governor should ensure, in line with PSI 64/2011, that a manager debriefs all the staff involved in a death at the prison and offers appropriate support.</p>	Accepted	<p>The Governor will ensure that following any death in custody, all relevant staff are invited to attend the debrief and offered appropriate support. In this instance the staff involved were asked to remain on duty beyond their night shift to enable statements to be taken, and both Officers were spoken to individually by the Head of Residence and Safety and a member of the establishment's care</p>	<p>Completed.</p> <p>Head of Residence and Safety</p>

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			team, to ensure that sufficient support and welfare guidance was provided.	