

Action Plan – Michal Netyks. Self -Inflicted. HMP Altcourse. 07/12/2017.

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	<p>The Director should ensure that:</p> <ul style="list-style-type: none"> • the prison has arrangements in place to inform prisoners of continuing detention under immigration powers in a way that minimises the prisoner's distress; and • when staff serve immigration decisions relating to a prisoner's detention or removal from the UK, they: <ul style="list-style-type: none"> • communicate effectively with the prisoner so that the prisoner understands the implications of the decision; and • assess whether the prisoner is at risk of suicide and self-harm as a result. 	Accepted	<p>All prisoners are now notified of decisions about continuing detention under immigration powers in the upstairs wing office, with a Unit Manager present, so that support can be offered if needed.</p> <p>If there are any language barriers which make it difficult for the prisoner to understand the paperwork being issued to him the BIG WORD translation service is used. Information regarding the use of this service is available to all staff both in individual wing files and on the shared computer drive. An email has been sent out to staff to remind them of these processes and to contact the Equalities Team if any further support is required.</p> <p>The Equalities Officer and the Unit Manager then assess each prisoner in relation to their risk of suicide and self-harm, as a result of the information given to them. Prisoners are asked if they have any thoughts of suicide or self-harm, their responses documented on NOMIS, and appropriate action taken based on the outcome of the assessment. Staff have been reminded of the process to follow. Equalities staff will also carry out checks to ensure that each assessment is documented appropriately.</p>	<p>Head of Safer Custody</p> <p>Completed</p>
2	<p>The Home Office should ensure that, wherever practicable, prisons are notified of decisions to detain prisoners under immigration powers at least 48 hours prior to the prisoner's release date.</p>	Accepted	<p>The Home Office is working with HMPPS to ensure the service of immigration detention decisions, wherever practicable, up to 28 days before the end of a prisoner's custodial sentence.</p> <p>The Home Office recognises the impact that late service of detention decisions can have on individual foreign national offenders (FNOs). The Home Office and HMPPS have recently amended our Service Level Agreement (SLA) to include a commitment to notify foreign national offenders (FNOs) of their liability to be considered for deportation and to serve detention</p>	<p>Home Office</p> <p>October 2018</p>

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			<p>paperwork, in all cases where practicable and appropriate, 30 days before Conditional Release Date (CRD). This is particularly the case where FNOs are serving longer sentences. We are finalising plans to pilot a new case working process within Criminal Casework, part of Home Office Immigration Enforcement (HOIE), that will achieve this by improving the timely communication of deportation and immigration detention paperwork on FNOs held in prisons. The pilot is due to start on 30 July 2018, and focuses on identifying cases 3 months in advance, flagging them, and working through the required actions – including liaising with other delivery partners who are responsible for serving paperwork on the prisons – by the 30 day point. .We are aware however that there will be cases where it is not practicable or possible to give 30 days’ notice to the individual, including those serving shorter sentences and prisoners who are time served on remand. The Home Office and HMPPS SLA recognises this issue and requires service 7 days before CRD where timescales are short. We are planning a similar pilot to improve communication with these groups of individuals.</p> <p>The Home Office is developing enhanced reporting to monitor performance on the service of detention decisions using existing databases and case progression tools. Senior managers in Criminal Casework are closely involved in the development and implementation of the pilots with support from business experts. We plan for the new process to be embedded across Criminal Casework by October 2018, with the pilots moving straight into “business as usual”. Performance will be subject to weekly assurance review and evaluation, with written explanation required when the 30 day (longer sentences) or 7 day (short sentences/time-served on remand) timescales are</p>	

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			not met, so that problems can be identified and processes refined. A monthly performance report will be provided to the Director of Criminal Casework.	
3	The Director should ensure that all prison staff are made aware of and understand their responsibilities during medical emergencies, including that they use their radio to communicate the nature of a medical emergency quickly and effectively		Procedures for medical emergencies were reviewed in January 2018. Since then both operational and clinical staff have been reminded of their responsibilities during medical emergencies, including the need to use their radio to communicate the nature of a medical emergency quickly and effectively, through written notices, management meetings and staff training and awareness sessions.	Head of Safer Custody Completed