

Action Plan –Natasha Chin at HMP Bronzefield on 19/07/16

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Head of Healthcare should ensure there is clear guidance outlining procedures for checking prisoners withdrawing from drugs or alcohol at night, including ensuring that the prisoner is alive, and taking observations if they are deemed clinically necessary	Accepted	<p>The Head of Healthcare will remind all healthcare staff in July 2017 via a Director's notice about the Sodexo Justice Services Recovery Protocol. The Protocol will remind staff about procedures for observations of prisoners withdrawing from drugs and/or alcohol, during the day or night, and how to check if the prisoner is alive. All staff will also be required at this time to sign the protocol again to confirm they have read and understood the document.</p> <p>This recommendation will be closely monitored by the Head of Healthcare.</p>	Head of Healthcare July 2017
2	The Director and Head of Security must ensure that all staff are told immediately about any malfunction in the cell bell system and know what to do in such circumstances.	Accepted	<p>A contingency plan was circulated in July 2016 via a Director's notice so all staff were made aware of what to do in the event of a malfunction in the cell bell system. The plan was placed in all residential areas of the prison and highlighted that when staff are conducting accommodation fabric checks, they must also check the cell bells. If any cells are not working, then an entry must be made in the staff observation book, the works department informed and the prisoner relocated to another cell until repairs are completed. In May 2017, all staff were reminded again of the contingency plan, via a Director's notice.</p> <p>This recommendation will be closely monitored by the Head of Security.</p>	Director Head of Security Completed
3	The Director and Head of Healthcare should ensure that: <ul style="list-style-type: none"> • there is annual staff training in 	Accepted	Annual training in basic life support is undertaken by all clinical staff as mandatory training. A notice to staff was issued in May 2017, reminding all staff that in the event of life threatening emergency,	Director Head of Healthcare

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	basic life support; and; • the most appropriately skilled member of nursing staff should start cardiopulmonary resuscitation immediately and should arrange for others to collect any necessary resuscitation equipment.		clinical staff are to remain on scene, and the most appropriately skilled member of nursing should start cardiopulmonary resuscitation immediately and arrange for other clinical staff to collect any necessary resuscitation equipment.	Completed