

Action Plan – Douglas Stack-Pash HMP Lewes NC. 28/05/2018

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that the next of kin are informed promptly when seriously ill prisoners are admitted to hospital and that staff consider alternative methods of communication when they are unable to contact them by telephone.	Accepted	Lewes Prison has invested in the Family Liaison Officer process by having an adequate number of staff trained. The Duty Governor team will be reminded via email about the importance of notifying Next Of Kin once an individual is admitted to hospital when seriously ill and we will continue to adopt an approach whereby first contact in these instances is done via telephone, and if this is not successful we will evidence that we have tried alternative methods to make contact (i.e. in person if necessary). This contact will be managed through the Safer Custody department.	By 1 December 2018 Head of Safer Custody
2	The Prison Group Director, Kent, Surrey and Sussex Group should assure himself that effective steps are taken to implement this recommendation.	Accepted	The Prison Group Director will ensure this recommendation is actioned and will seek assurance from the establishment.	December 2018 Prison Group Director