

Action Plan - Mark Moorman HMP Leyhill NC 28/08/2016

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that all prison staff are made aware of and understand PSI 03/2013 and their responsibilities during medical emergencies and ensures the control room calls an ambulance immediately when an emergency code is used.	Accepted	<p>A previously circulated notice to staff regarding medical emergencies will be republished in July 2017, and the additional measures described below will be put in place to ensure staff understand and are aware of PSI 03/2013.</p> <p>All staff will have access to the Quick Time Learning Bulletin on Emergency Procedures as it will be re-drafted and published across the prison in July 2017.</p> <p>A memorandum of understanding, currently in draft, will be agreed and signed off between the prison and the Ambulance Service and posters will be published to inform staff of the SEND protocol as well as the emergency codes. The Head of Residential Services will address the next full staff briefing in July, presenting the appropriate use of emergency codes, including the importance of calling ambulances immediately to avoid unnecessary delay.</p> <p>Additionally, a Safer Custody response folder will be produced and located in the gatehouse and communications room to instruct staff of the appropriate response to a medical emergency, and medical emergency response "wallet" cards will be produced and distributed to staff.</p>	<p>Head of Residential Services</p> <p>August 2017</p>