

ACTION PLAN – HMP PRESTON

No	Recommendation	Accepted/Not accepted	Response	Target date for completion and function responsible	Progress (to be updated after 6 months)
1	The Governor should draw this investigation report to the attention of Lancashire Constabulary to emphasise the need for effective sharing of information about prisoners' risk of suicide and self-harm, using Person Escort Records.	Accepted	The report will be shared with Lancashire Constabulary and the Governor will ensure a meeting takes place with the Inspector responsible for the custodial services to emphasise the need for effective sharing of information about prisoners' risk of suicide and self-harm, using Person Escort Records	Security and Intelligence 31.01.14	
2	The Governor and Head of Healthcare should ensure that there are effective operating procedures in reception and that all staff understand the procedures for identifying prisoners at risk of suicide and self-harm and for managing and supporting them. In	Accepted	The Head of Safer Custody will meet with the Head of Operations who is responsible for Reception. At this meeting they will draw up an on the job training plan to ensure information is shared. This will help up skill those who conduct reception procedures and increase awareness about risk particularly in relation to first time in custody, offence related risk and information identified within signposted	31.12.14 Safer Prisons & Equality	

	<p>particular, staff should:</p> <ul style="list-style-type: none"> ▪ Have a clear understanding of their responsibilities and the need to record relevant information about risk in an appropriate manner ▪ Consider and record all the known risk factors of newly-arrived prisoners when determining their risk of suicide or self-harm, including information from suicide and self-harm warning forms, PERs and medical records <p>Open an ACCT whenever a prisoner has recently self-harmed, expressed suicidal intent or has other significant risk factors</p>		<p>information. There will also be a series of formal advisory notices issued to staff and managers directly addressing and briefing staff, and a poster campaign has already been undertaken. This will be continued periodically.</p> <p>ACCT training is included in the induction process and we aim to ensure that all staff including partners are provided with ACCT refresher training every three years</p> <p>The reference for potential risk indicators from PSI 64/2011 will be made available to all staff for use. These risk indicators will be published as a Notice to staff.</p> <p>The safer custody team will produce a guide for use by reception and First night centre staff.</p>	<p>02/01/2015 Head of Safer Custody</p>	
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3	The Governor and Head of Healthcare should ensure that healthcare staff receive and carefully scrutinise medical records from prisoners' time in police custody and summarise and highlight relevant information in the prison medical record to inform decisions about their care.	Accepted	All information provided at the reception point will be scrutinised from a prisoner's time in police custody if this is provided. The PER will always be the first document scrutinised. Medical staff will be provided with all medical information which is provided to the prison from the escorting agency. Any information identified as medical records or of medical significance will be communicated to Healthcare colleagues.	31.12.14 Safer Prisons & Equality	
4	The Governor should ensure that the orderly officer or other designated person immediately takes charge of an incident where a prisoner has been discovered apparently dead. Staff should check for signs of life and take any required urgent action without waiting for healthcare staff to arrive.	Accepted	The Orderly Officer or the assist Orderly Officer will take charge of the incident. Contingency plans cover this eventuality. However, the issue will be raised by the deputy governor at the Custodial managers meeting. The Head of Security will ensure contingency plans provide the required advice First aid training is provided for all OSG's and Custodial Manager's.	Security and Intelligence 31.12.14 Deputy Governor Head of Security	

5	The Governor should ensure that, when a cell door is unlocked, staff satisfy themselves of the safety of the prisoner and that there are no immediate issues that need attention.	Accepted	All staff will be informed of the need to satisfy themselves of the safety of prisoners and that there are no immediate issues that need attention when unlocking doors during the first unlock in the morning and after lunch	Completed	
6	The Governor should ensure that all staff, including healthcare staff, are included in a hot debrief after a death at the prison.	Accepted	After a death, all staff including healthcare will be invited to a hot debrief along with members of the care team. This requirement is included in the contingency plan and all duty governors have reminded of this by the deputy governor.	Completed	