

**Action Plan – Mark Scott. HMP Rochester, Unclassified. 17/03/2018**

<b>No</b>	<b>Recommendation</b>	<b>Accepted/Not Accepted</b>	<b>Response</b>	<b>Target date for completion and function responsible</b>
1	The Governor should ensure that staff are fully aware of the actions they are required to take to comply with the local drug strategy and in particular, that they act appropriately in response to intelligence on the trading of prescribed medication and illicit drug misuse.	Accepted	<p>In March 2018 a monthly drug strategy meeting was introduced at HMP Rochester and work has focussed on ensuring that staff are aware of their responsibilities surrounding substance misuse. This work has included staff briefings and awareness days. A Governor’s notice to staff was issued in August 2018 setting out what staff should do to report someone under the influence and the MDT suspicion database has been reviewed to ensure that intelligence is acted upon in a timely manner. This is monitored by the Head of Security and Drug Strategy</p> <p>Other work developed and implemented includes: medication spot checks, a minimum of 12 checks are completed per year. Any offender who is unable to produce their in possession medication is reviewed by the GP; Re-profiling of medication dispensing times, to reduce flow and ensure more effective control measures are applied; Increased physical security of secondary gate in healthcare to assist with control of movement; Clinical review conducted by practitioners on any person found diverting medication.</p>	Completed Head of Security and Drug Strategy
2	<p>The Governor should ensure that staff manage prisoners at risk of suicide and self-harm in line with national guidelines, including ensuring that staff:</p> <ul style="list-style-type: none"> <li>• hold multidisciplinary case reviews, attended by all relevant people involved in a prisoner’s care, with healthcare staff attending all first case reviews;</li> <li>and</li> </ul>	Accepted	<p>A new daily distribution list has been created which details all ACCT reviews due for that day and identifies relevant agencies to attend or contribute to individual case reviews. This information is gathered from previous reviews and care maps.</p> <p>Within the daily distribution list any first case reviews will also be highlighted to ensure that healthcare are aware and can contribute accordingly.</p> <p>Safer prisons functions will quality assure all case reviews to ensure the frequency of observation reflects the level of risk posed by the individual.</p>	December 2018 Head of Safer Prisons

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	<ul style="list-style-type: none"> <li>• set an appropriate frequency of observations that reflect the prisoner's risk and review it when the level of risk changes.</li> </ul>		<p>This will be achieved by members of the safety team completing a series of checks on all ACCT documents. The checks will be completed in the presence of the relevant managers and a record of the check will be maintained by the safety team, who will work with the manager until they are satisfied a competent level has been achieved and maintained. Further support and guidance are provided by learning points which are circulated to all managers. This will be fully implemented by the end of the year.</p>	
3	<p>The Governor should ensure that, when a cell door is unlocked, officers satisfy themselves of the wellbeing of the prisoner and that there are no immediate issues that need attention.</p>	Accepted	<p>All new staff partake in an induction period where health and safety matters including the importance of gaining a response when unlocking a cell door is discussed. New staff also spend a period of time shadowing staff, closely monitored by managers</p> <p>A Governor's notice to staff has been issued to reiterate the importance of gaining a response when unlocking a door in line with policy PSI 75/2011.</p>	Completed Head of Safer Prisons