

**Action Plan – Shane Stroughton at HMP Nottingham on 13/09/2017**

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	<p>The Governor should ensure that prison staff manage prisoners at risk of suicide or self-harm in line with national guidelines, including:</p> <ul style="list-style-type: none"> <li>• conducting ACCT reviews as specified in the national instructions;</li> <li>• assessing the level of risk and recording the reasons for decisions;</li> <li>• setting and recording appropriate levels of observations which are adjusted as the perceived level of risk changes;</li> <li>• conducting ACCT post-closure interviews as specified in the national instructions; and</li> <li>• considering information from all sources and record all the known risk factors of a prisoner when determining their risk of suicide or self-harm.</li> </ul>	Accepted	<p>An ACCT Case Management Model has been introduced at HMP Nottingham, and all relevant staff were made aware of this via staff briefings and e-mail.</p> <p>The model identifies specific individual case managers for prisoners subject to ACCT, and ensures a consistent approach and accountability for case reviews and the overall management of the ACCT process. Case Managers are allocated a maximum of 3 ACCTs to manage, and are responsible for scheduling case reviews for when they are on duty. This process is overseen daily by the Orderly Officer who allocates any new ACCTs or reallocates when the case manager is absent.</p> <p>Under the ACCT Case Management Model, the Daily Operational Report will list all currently open ACCTs, the named case managers and the dates of review. ACCTs in post closure are also listed along with the named case manager and the date of the post closure interview. This is overseen on a daily basis by both the Orderly Officer and the Safer Custody Team, who ensure that all scheduled reviews (including post closures) have been carried out each day. This new process also ensures that all ACCT reviews are multi-disciplinary and are attended by a member of staff from the mental health team. All ACCT reviews now take place daily on weekdays, and there is a dedicated mental</p>	Governor Head of Safer Prisons and Equality May 2018

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			<p>health nurse on each wing to be present at each case review.</p> <p>HMP Nottingham has also prioritised ACCT Case Manager training for all staff who are ACCT Case Managers. This training will support staff in understanding how to assess risk levels and record how decisions are reached, how to set and record appropriate levels of observations, and adjust them as the perceived level of risk about a prisoner changes. The training will also train staff on how to consider risk information on a prisoner from various sources, and record all the known risk factors of a prisoner when determining their risk of suicide or self-harm. All relevant staff will have completed ACCT Case Manager training by the end of May 2018.</p>	
2	<p>The Head of Healthcare, the healthcare Commissioners and the Governor should review the mental health care provision at HMP Nottingham. The review should consider the capacity to deliver a seven-day service of mental health assessments and ongoing interventions effectively, and the availability of staff to support the ACCT process.</p>	Accepted	<p>The contract for mental health provision at HMP Nottingham was signed off by healthcare commissioners in January 2018. The review, which commenced in March 2018, considered the capacity to deliver a seven-day service of mental health assessments and ongoing interventions effectively, and the availability of staff to support the ACCT process. The new seven day service will now begin at the end of April 2018. All relevant staff were made aware in March 2018 via staff briefings of the consultation process and will be informed when the new seven day service commences.</p>	<p>Head of Healthcare Healthcare Commissioners Governor May 2018</p>

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			<p>Recruitment is currently underway for two additional mental health nurses to support the ACCT process, which will be completed by September 2018. During the interim period, the establishment will employ extra agency nurses.</p>	
3	<p>The Governor should ensure that all relevant mandatory actions in PSI 64/2011 are completed after a prisoner's death.</p>	Accepted	<p>All Duty Managers were reminded by email in March 2018 of the mandatory requirement to carry out and document a "hot debrief" following any death in custody, including a death at outside hospital. The email also reminded all relevant staff involved in the incident to attend the hot debrief.</p> <p>A Template Incident report will be circulated electronically to all Duty managers and Orderly Officers by May 2018, and a reminder sent to them that they must ensure that all staff involved in a death in custody complete this prior to the end of their shift.</p> <p>Death in Custody "grab packs" will be compiled and kept in the Orderly Office and Safer Custody department. These packs will contain copies of the blank contingency plan templates of incident reports and staff debriefs, that all staff must complete and retain with all other relevant documentation. This recommendation will be monitored by the Duty Governor and the allocated Single Point of Contact.</p>	<p>Governor Head of Safer Prisons and Equality May 2018</p>