

**Action Plan – James Crawford . HMP Wakefield . NC. 01/12/2017**

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 their responsibilities during medical emergencies, including that staff enter cells as quickly as possible in a life-threatening situation.	Accepted	A notice to staff was issued in April 2018 outlining the circumstances in which an emergency response code should be used and the roles and responsibilities, including action to be taken, of all departments in those circumstances. Both staff responding to Mr Crawford were individual briefed by the Head of Safer Prisons 26/09/2018, to confirm their understanding of the notice to staff.	Completed Head of Safer Prisons
2	The Governor should ensure that all prison staff understand their responsibilities during medical emergencies. Staff should use an emergency code immediately when there are serious concerns about the health of a prisoner, so that there is no delay in calling an ambulance and that responding staff bring appropriate emergency equipment.	Accepted	A notice to staff was issued in April 2018 outlining the circumstances in which an emergency response code should be used and the roles and responsibilities, including action to be taken, of all departments in those circumstances. Both staff responding to Mr Crawford were individual briefed by the Head of Safer Prisons 26/09/2018, to confirm their understanding of the notice to staff.	Completed Head of Safer Prisons
3	The Head of Healthcare should ensure that there is a safe, auditable Standard Operating Procedure for checking the healthcare emergency bags are complete, that drugs are in-date and that equipment is operational.	Accepted	A notice to staff was re-issued in January 2018 outlining the importance of checking medical equipment. Daily checks of the healthcare emergency bags, by on duty nursing staff, were introduced in January 2018, and are documented on System 1 software. Quality assurance is carried out and logged monthly by Care UK managers, to date this has raised no concerns.	Head of Healthcare Completed
4	The Governor should ensure prisoners who have chronic health conditions or have limited mobility are able to contact staff in an emergency without having to rely on the cell bell system.	Accepted	Pendant alarms were introduced in January 2018, which have been issued to prisoners where there is a concern that they may be unable to summon staff assistance via use of the emergency cell bell. The Local Authority have agreed to provide pendant alarms as part of social care packages and the target date for installation of this equipment is December 2018.	Head of Safer Prisons December 2018
5	The Governor should ensure, in line with Prison Rule 22 and PSI 64/2011, that prison staff inform the next of kin	Accepted	The Head of Safer Prisons delivered a verbal briefing to all Senior Operational Managers on 26/09/2018, to remind them of the process for deploying FLOs, when a prisoner is	Completed

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	of seriously ill prisoners immediately when they are admitted to hospital, to allow the opportunity to visit if they wish to do so		admitted to hospital with a serious condition, to ensure the next of kin are made aware at the earliest opportunity. The Nationally produced HMPPS guidance for managers on the role and deployment of FLOs has also been shared with Senior Operational Managers, to ensure they have the information readily available.	