

ACTION PLAN - MR OLIVER HUXTER - HMP SWANSEA - SI - 11.03.2014

No	Recommendation	Accepted/Not accepted	Response	Target date for completion and function responsible	Progress (to be updated after 6 months)
1	The Governor and Head of Healthcare should ensure that the prisoners identified as being at risk of suicide and self-harm are prioritised for appointments with the mental health team.	Accepted	<p>The Healthcare department now reserves two appointments at the twice weekly Lighthouse clinic specifically for prisoners referred as part of the ACCT process. Appointments for those on ACCT who need an urgent mental health assessment will always be prioritised.</p> <p>A Governor's Notice to Staff (NTS) 941/2014 about ACCT Lighthouse Appointments was issued to all staff on 3rd October 2014 and a Governor's Order on Safer Custody Self Harm and Suicide prevention was issued to all staff on 24/11/14. These provide details of the procedures and processes that are implemented and which staff are required to adhere to in identifying prisoners at risk of suicide and self harm during the reception process, and the need to fully consider and record all the known risk factors when determining their risk of self harm or suicide. This will be linked with the first night screening tool.</p>	Completed Head of Healthcare	

			<p>The Governor's Order has also been published on the establishment's Intranet page for all staff to read. In addition, hard copies have been provided to the functions/ Departments responsible for enacting the processes for staff to read. The Managers of each of these functions are responsible for ensuring that staff are briefed verbally on the procedures to be followed.</p>		
2	<p>The Governor should ensure that prison staff manage prisoners at risk of suicide or self-harm in line with national guidelines, including:</p> <p>Fully considering and recording all the known risk factors of newly-arrived prisoners when determining their risk of self-harm or suicide.</p> <p>That caremaps have specific meaningful actions aimed at reducing prisoners' risks to themselves, that progress against caremaps is considered at each review and that caremaps are updated if additional needs are identified.</p> <p>Holding consistently managed multidisciplinary case reviews which include all relevant people</p>	Accepted	<p>A new Safer Custody Manager was appointed on 5th October.</p> <p>The role will ensure that Safer Custody delivery within the establishment will meet national guidelines by working in partnership with Equality, Rights and Decency Group at the National Offender Management Service and the Regional Safer Custody lead to ensure a safer establishment.</p> <p>Acting on national policy directives, PPO action plans and HMCIP recommendations.</p> <p>Adopting good practice measures from other establishments.</p> <p>Implementing continuous improvement plans</p> <p>The Safer Custody Department at HMP Swansea has been provided with additional</p>	<p>Target date for completion: 31 December 2014</p> <p>Safer Custody Coordinator</p>	

	<p>involved in a prisoner's care Inviting contributions from healthcare staff if they cannot attend a case review.</p>		<p>staff resources to assist with this work. This resource will be subject to a formal request to be included within the revised establishment benchmarking staffing levels.</p> <p>All staff have been reminded about the importance of the ACCT process through:</p> <p>ACCT refresher Training in line with PSI64/2011 Standards Local and National notices to staff PPO learning bulletins Intranet bulletins, news and features</p> <p>Good practice guidelines around caremaps was issued to all staff on 26 September 2014</p> <p>Progress on actions within the care map are reviewed and updated by the multi disciplinary team led by the case manager at each case review.</p> <p>All relevant departments contribute to reviews, either by attending in person or providing a written report. A Staff notice was sent out 02/12/14 about Safer Custody case reviews, that all ACCT Case Reviews should be multi-disciplinary save exceptional circumstances, and if health care staff cannot attend in person they must ensure that a written submission or an oral</p>		
--	--	--	---	--	--

			<p>submission is provided to the person who will be chairing the Case Review. Staff are now better informed of the need for relevant personnel to attend a multi disciplinary review. This includes advice on contribution to case reviews.</p> <p>Quality assurance of all entries and reports are conducted by Senior Managers and the Safer Custody Manager following all multi disciplinary case reviews and quality control checks of Safer Custody work is undertaken by Senior Managers and the local & Regional Safer Custody Lead.</p> <p>Good practice measures adopted by the prison have been:</p> <p>Learning bulletins on best practice shared with case managers.</p> <p>The dissemination of actions to manage risk from the national safer custody learning day shared with all staff.</p> <p>Ongoing ACCT training</p> <p>Improved system developed to ensure that contributions from staff towards case reviews are enabled to ensure that all interested parties are fully able to contribute if they cannot attend a review</p>		
--	--	--	--	--	--