

**Action Plan – Craig Redman at HMP Lincoln - Self – Inflicted on 27/04/2018**

<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 prison staff manage prisoners at risk of suicide or self-harm in line with national guidelines, including conducting ACCT reviews as specified in the national instructions.	Accepted	<p>All staff were reminded via a notice to staff in November 2018 that they must manage prisoners at risk of suicide or self-harm in line with national guidelines, including conducting ACCT reviews as specified in the national instructions.</p> <p>An additional member of staff from healthcare will be allocated to the multidisciplinary team by November 2018 to support the ACCT management process, and ensure more healthcare staff are available to attend multidisciplinary ACCT case reviews.</p>	Head of Residence and Safety Head of Healthcare Completed
2	The Head of Healthcare should ensure all healthcare providers, including substance misuse workers, record all interventions in a prisoner's primary medical records so all information is documented, enabling appropriate continuity of care for each prisoner	Accepted	All healthcare staff and substance misuse workers were reminded in a staff notice and at a full staff monthly meeting in August 2018 that they must adhere to the Offender Health Standard Operating Procedure 11 – Record Keeping. Compliance to this is monitored through monthly supervision meetings conducted by the clinical matrons. The Head of Healthcare also conducts monthly supervisions with the clinical matrons addressing any performance or Healthcare Trust requirement issues.	Head of Healthcare Completed.
3	The Governor should ensure that all prison staff are made aware of and understand their responsibilities during medical emergencies, including that: <ul style="list-style-type: none"> <li>• all night staff have radios and radio an appropriate emergency code; and</li> <li>• night staff enter cells as quickly as possible in a life-threatening situation</li> </ul>	Accepted	<p>A notice to staff was issued in November 2018, reminding all staff that they must carry their designated radio at all times whilst on nights. The notice reminded staff that the preservation of life is the number one priority and that they must enter cells as quickly as possible in a life threatening situation following a dynamic risk assessment.</p> <p>All staff were issued with cards, via their payslips in October 2018, reminding them about code red and blue and what constitutes a medical emergency.</p>	Head of Residence and Safety. Completed