

**Action Plan – Ms Sarah Jaconelli at HMP Bronzefield – Natural Causes on 15/06/2017**

<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 Head of Healthcare should ensure that all new prisoners are offered a secondary health screen.	Accepted	<p>The process for secondary screening remains a part of the prison reception and induction process.</p> <p>Secondary screening processes were improved in June 2017 to include the review of the discharge template on SystmOne in The Healthcare In Patient unit to incorporate confirmation of secondary screening having been completed whilst in Healthcare.</p> <p>Following a review in January 2020, a notice has been sent to all healthcare staff to remind them of the importance of completing secondary screening assessments including for those prisoners residing in the Healthcare In Patient Unit.</p> <p>Uptake of secondary screening across the prison is reviewed weekly in Healthcare Managers meetings and additional clinics added where required.</p> <p>In addition, uptake is reviewed at monthly clinical governance meetings.</p>	<p>Complete</p> <p>Head of Healthcare</p>
2	The Head of Healthcare should ensure that prisoners with high blood pressure are monitored appropriately in line with NICE guidelines, and that monitoring equipment is available in the full range of sizes.	Accepted	<p>The process for the management of hypertensive prisoners remains in place whereby all hypertensive prisoners are identified during reception screening and booked for the GP clinic and individual treatment plans are devised and recorded on SystmOne. The GP/Nurses work in accordance with NICE Guidelines.</p> <p>A full range of cuff sizes were made available in each emergency bag in July 2017.</p>	<p>Complete</p> <p>Head of Healthcare</p>

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			<p>Following a review in January 2020, a notice was sent to all healthcare staff to remind them of the care and management of hypertensive prisoners.</p> <p>Processes have been improved to include monthly checking of the availability of all sizes of blood pressure cuffs in emergency bags</p>	
3	<p>The Head of Healthcare should ensure that when prisoners with potentially serious medical problems miss medical appointments, the reasons for nonattendance are recorded and the appointment is rebooked, if necessary.</p>	Accepted	<p>GP appointments are now reviewed at the time of the non-attendance and the Healthcare Assistant supporting the GP clinic follows up all prisoners to ascertain the reason for the non-attendance, documenting the reason on SystmOne. The prisoners are rebooked into the next available clinic as appropriate.</p> <p>For all other appointments, the clinician now reviews the patient records and make a clinical decision as to rebooking into the next available appointment or escalation as appropriate. This was implemented in January 2020.</p> <p>A notice was sent out to all healthcare staff (in January 2020) reminding them of their responsibility to ensure all prisoners who fail to attend appointments are rebooked / escalated as required.</p> <p>All prisoners who fail to attend non GP appointments will be sent a questionnaire on the pod requesting information as to the reasons why and this will be documented on SystmOne.</p> <p>A quarterly process review will be conducted.</p>	<p>Complete</p> <p>Head of Healthcare</p> <p>March 2020</p>

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4	The Head of Healthcare should ensure that prisoners waiting to be admitted to the inpatient unit have an interim care plan and are adequately monitored.	Accepted	<p>All prisoners who require a healthcare bed continue to be risk assessed and reviewed daily in a multi-disciplinary bed management / clinical handover. Following a review in January 2020, all prisoners awaiting a bed in The In Patient Unit are now required to have a care plan completed and documented on SystemOne.</p> <p>Following a review in January 2019, a template on SystemOne was developed to ensure clinical handover documentation was embedded on SystemOne for all prisoners residing in The Healthcare In Patient Unit.</p> <p>Access to Healthcare beds is managed within the HMP / YOI Bronzefield Inpatient Unit Admissions and Discharge Policy distributed October 2019 and revised in January 2020.</p> <p>Following a review in January 2020, a notice was sent to all staff to remind them of the importance of documentation as well as care planning for those prisoners awaiting a bed in the Healthcare In Patient Unit and the recording of the details of the clinical handover on SystemOne.</p> <p>Daily review and action-planning from July 2018 takes place for each prisoner within Healthcare and any awaiting a Healthcare bed.</p>	Complete  Head of Healthcare
5	The Director should ensure that operational staff are aware of the importance of starting cardiopulmonary resuscitation at the earliest	Accepted	Prison Custody Officers are trained in cardio pulmonary resuscitation on initial training which includes the significance of starting these at the earliest opportunity.	Complete  Director

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	opportunity when a prisoner is unresponsive; and that staff first on the scene provide basic life support until health professionals arrive, unless there are clear signs of death.		A refresher notice to Prison Custody Officers reminding them of the importance of commencing cardio pulmonary resuscitation at the earliest opportunity when a prisoner is unresponsive unless there are clear signs of death was issued in January 2020.	