

Action Plan – Mr Albert Dorsey at HMP Wymott – Natural Causes on 07/06/2020

No	Recommendation	Accepted/ Not Accepted	Response	Target date for completion and function responsible
1	<p>The Governor and the Head of Healthcare should ensure that all staff are made aware of and understand PSI 03/2013 and their responsibilities during medical emergencies, including that staff promptly use an emergency code to effectively communicate the nature of an emergency, and the need for the control room to telephone an ambulance immediately.</p>	Accepted	<p><u>Head of Safety</u> HMPPS will reissue the Notice To Staff (NTS) regarding National Emergency Response Codes which has been agreed with HMPPS, NHS and the Ambulance Service.</p> <p><u>Head of Healthcare</u> The Head of Healthcare will meet with her teams (including carers) and brief them on the requirement to follow the emergency response procedures at all times. In particular, the Head of Healthcare will task her Managers to include the NTS in healthcare appraisals (including carers and agency workers). The Head of Healthcare will ensure all Agency staff are provided with a copy of the NTS when they first attend Wymott to carry out their duties.</p>	<p>February 2021 Head of Safety</p> <p>February 2021 (Subject to COVID-19) Head of Healthcare</p>
2	<p>The Governor should ensure that record keeping relating to a medical emergency (including NOMIS, Wing records and Control Room logs) is accurate and sufficiently detailed, and records are completed in a timely manner.</p>	Accepted	<p><u>Head of Safety</u> An operating procedure within in a Notice to Staff will be published in setting out the importance of accurate record keeping relating to medical emergencies which will include recording on NOMIS, Wing records and Control Room logs. In particular that information is recorded accurately, that it is sufficiently detailed and is completed in a timely manner.</p> <p><u>Head of Operations</u> Additionally, the Head of Operations will meet with the Operational Support Grade Group, whose work is within the Communications Room in order to discuss the importance of maintaining accurate recording of medical emergencies when completing control room logs.</p>	<p>February 2021 Head of Safety</p> <p>February 2021 (Subject to COVID-19) Head of Operations</p>

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			<p>The Head of Operations has discussed the findings of this report with the specific member of staff who completed the Control Room Log on the 4th June 2020. He offered advice and guidance in order to prevent a reoccurrence.</p> <p><u>The Head of Healthcare</u> The Head of Healthcare will reiterate to Healthcare Staff, including the Healthcare Carers at HMP Wymott, the importance and responsibilities of following procedures which include completing entries in the Wing Observation Book so that events can be retained and reviewed.</p>	<p>February 2021 (Subject to COVID-19) Head of Healthcare</p>