

**Action Plan – Mr Carl Walters at HMP Exeter – AFI on 30/03/2019**

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 using the appropriate medical emergency response code, by radio where possible, to effectively communicate the nature of the emergency.	Accepted	<p>PSI 03/2013 <i>Medical Emergency Response Codes</i> forms part of the staff induction training package which is delivered to all new starters at HMP Exeter and is further re-iterated during staff radio training. A log of all staff training records is maintained within the safer custody department and reviewed by the Head of Safety to ensure that training is up to date. Additional assurance will include the testing of staff knowledge during night Duty Governor visits which will be recorded as part of the night visit report to the Governor.</p> <p>A new instruction has been displayed in the control room to serve as a visual reminder of the necessity to prompt staff for the use of code red or code blue and the subsequent need to call an ambulance upon the use of emergency codes. All control room operatives will provide written confirmation to the Head of Operations, confirming their knowledge and understanding of the use of emergency response codes.</p> <p>Emergency response codes are reviewed after each incident to ensure compliance. A notice to staff was republished in December 2020 to remind staff of the correct process to follow and notices will be issued on a bi-monthly basis.</p>	Head of Safety and Head of Security and Operations January 2021
2	The Governor should ensure that all evidence including electronic evidence relevant to a death in custody is retained and made available to the PPO, in line with PSI 58/2010.	Accepted	<p>HMP Exeter will fully co-operate with and assist the Prison and Probation Ombudsman's Investigator to ensure they have all the information they require to conduct a thorough investigation into the circumstances surrounding the death.</p> <p>A new death in custody policy and procedures strategy document has been developed to complement the death in custody contingency plan and ensure</p>	Governor, Head of Security and Head of Safety Completed

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			<p>that all relevant documentation is retained immediately following an incident. A dedicated liaison officer is now appointed following a death in custody and will act as a single point of contact for the PPO, Police and Coroner to assist in providing the relevant documentation and evidence required.</p> <p>Following a death in custody a quick time learning (QTL) exercise is undertaken by the Group Safety team. The QTL will test compliance in the future.</p>	