

**Action Plan – Mr Andrew Lloyd at HMP Full Sutton – Natural Cause on 19 November 2020**

<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 appropriate daily clinical observations are completed for all newly arrived prisoners who are reverse cohorting and that these are properly recorded in SystemOne.	Accepted	<p>Electronic ledger has been created on SystemOne (May 2021); clinical observations are now allocated to specific nurses daily and are available for all staff to view when completed and in order to update staff and to improve communication between staff teams.</p> <p>Defensible documentation training has been completed by all relevant staff in order to enhance documentation in patients' notes.</p>	Complete  Healthcare
2	The Head of Healthcare should ensure that all newly arrived prisoners receive an initial health assessment and that appropriate care plans are created for those with complex physical health needs.	Accepted	<p>A flow-chart was created in May 2021 to enhance the working procedure for reception screening.</p> <p>All new receptions are seen within the reception area prior to being moved to any other area of the establishment for initial screening and NEWS 2 completion.</p> <p>The completion of secondary screening is performed after initial assessment in reception if not in patrol state. If in patrol state, secondary screening is completed within 24 hours of transfer to the establishment. A monthly audit is performed on reception screening performance.</p>	Complete  Healthcare
3	The Governor should ensure that night staff complete roll checks in line with local procedures.	Accepted	<p>Governors Orders 7/2020 and 8/2020 were published on 20 November 2020 and in May 2021, confirming that the checks required by night staff and the timings of these. These communications were made to every member of staff and held in the communications folder for reference.</p> <p>Audit checks are to be initiated (from 1 July 2021) and instigated from the</p>	Complete  Security

**Action Plan – Mr Andrew Lloyd at HMP Full Sutton – Natural Cause on 19 November 2020**

<b>No</b>	<b>Recommendation</b>	<b>Accepted/ Not Accepted</b>	<b>Response</b>	<b>Target date for completion and function responsible</b>
			Security Office of the sample documents in order to ensure compliance.	
4	The Governor should conduct a disciplinary investigation into Officer A's actions on the morning of 19 November 2020.	Accepted	A disciplinary investigation was commissioned by the Governor into the actions of Officer A on the night shift of 18/19 November 2020 up until the time when he was relieved from his duties. As a result a disciplinary hearing was convened where actions, evidence and mitigating circumstances were considered. Measures are in place to prevent a recurrence of the associated incident.	21 May 2021 Security