

Action Plan – Ben Kelbie. HMP Manchester. Self - Inflicted. 04/01/2018

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should ensure that all staff have a clear understanding of their responsibilities to manage prisoners at risk of suicide and self-harm in line with national recommendations and, in particular, the need to record, share and consider all relevant information about risk, and start ACCT procedures when indicated.	Accepted	<p>Suicide and Self- Harm training (SASH) is being delivered to all staff through an on-going programme of monthly training sessions. To date a total of 286 directly employed prison service staff have received the training package, along with 65 non-directly employed staff. The SASH training outlines staff responsibilities regarding the ACCT process, including the need to record, share and take account of all known information when considering risk. It is also provided as part of the induction process for all new directly and non-directly employed members of staff.</p> <p>The Safer Custody team are responsible for disseminating any information relating to suicide and self-harm procedures, including ACCT processes. This is done via a weekly email to all members of staff. A Safer Custody Powerpoint on the ACCT process was also circulated in July 2018. Learning bulletins and good practice guidelines will be issued through Staff Information Notices as and when they are published.</p>	Completed Training Manager
2	The Governor should ensure that there are effective supply and demand reduction strategies to help eradicate the availability of PS and that staff are vigilant to signs of its use and take appropriate action.	Accepted	A review of the current Psychoactive Substances (PS) policy is being undertaken and is due to be finalised by the end of September 2018. The scope of the review will aim to ensure that supply and demand reduction strategies are effective and up to date. A staff training package to increase staff awareness of PS and its associated dangers will be included.	September 2018 Head of Drug Strategy

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			A review of the Drug and Alcohol Strategy is also due to be completed and action plans for both demand and harm reduction made available to the Governor and his SMT, who will review these on a monthly basis.	
3	The Head of Healthcare should ensure that all healthcare staff are aware of the circumstances in which a mental health referral is appropriate, and make a referral when indicated.	Accepted	<p>In February 2018 the reception healthcare screening template was updated and now clearly sets out the criteria for referral to the Mental Health Team. This will ensure staff make appropriate and timely referrals in line with NICE guidelines. A link has also been added which allows staff to view the risks and triggers associated with self-harm.</p> <p>This process has been disseminated to healthcare staff at regular staff meetings and an audit on reception screening, including referrals, is due to be completed in October 2018.</p>	October 2018 Head of Healthcare
4	The Governor should ensure that all prison staff are made aware of and understand their responsibilities during medical emergencies, including that they use the appropriate emergency medical code to communicate the nature of the emergency effectively.	Accepted	Staff have been reminded of the requirements of PSI 03-2013, including their responsibilities during a medical emergency through the promulgation of Governor's Orders. In May 2018 staff were issued with ERIC (Emergency Response In Custody) reminder cards. This card provides a prompt to staff regarding the use of either code red or code blue, in the event of a medical emergency. The ERIC card fits inside the housing of the staff ID cards so that they are accessible at all times.	Complete Head of Safer Custody