

**Action Plan – Mr Leonard Duggan at HMP & YOI Doncaster – Natural Cause on 21/12/2020**

<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 there is an auditable process to follow up non-attendance of appointments.	Accepted	The Did Not Attend Local (DNA) Operating Procedure (LOP) has been reviewed and disseminated to all staff. All staff will sign the LOP as a declaration of understanding. All correspondence to patients re DNA includes advice on how to re book their appointments. The Practice Manager will complete a sample audit to ensure there is a follow up of non-attendance. There is a Hotel 25 Duty Manager rota where staff can escalate any enabling or DNA issues. This is then discussed with Serco, Healthcare Liaison Manager.	June 2021  Head of Healthcare
2	The Head of Healthcare should ensure that care plans for long-term conditions are put in place without delay.	Accepted	All patients with Long Term Condition care plans will be reviewed by the Clinical Matron and ANP. This is already in working progress. The MPCCC (Multi-Disciplinary meeting) is to be disseminated to the wider team. The Clinical Matron will audit the standard of care plans. GP/ANP will chair MPCCC meetings ensuring there is a good representation of skills mix of staff in attendance.	June 2021  Head of Healthcare
3	The Head of Healthcare should ensure that advance care planning takes place for prisoners with chronic and life-limiting conditions.	Accepted	The Clinical Matron Physical health will audit patients on MPCCC case load weekly to establish appropriate and timely care plan review compliance. Allocated case workers will discuss their case load in managerial supervision to ensure they are sighted on the patients in their care and have completed appropriate care plans to address their clinical needs.	June 2021  Head of Healthcare
4	The Director should ensure, in line with Prison Rule 22, that the next of kin of seriously ill prisoners are informed as soon as possible after they are admitted to hospital.	Accepted	The Director accepts that a prisoner's next of kin should be notified as soon as possible when a prisoner becomes seriously ill. Duty Directors will be reminded that should a prisoner be admitted to hospital, an FLO will be appointed and next of kin informed immediately.	May 2021  Head of Safer Custody