

**Action Plan – David Atkinson HMP Humber 16/01/2018**

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	<p>The Governor should ensure that staff start ACCT procedures whenever a prisoner has recently self-harmed, expressed suicidal intent or has other significant risk factors. When, exceptionally, they decide not to begin ACCT procedures for prisoners with significant risk factors, they should clearly record the reasons.</p>	Accepted	<p>Staff training in Suicide and Self Harm (SASH) procedures is ongoing and to date 240 operational staff have completed all modules. The aim is for all staff to be trained by the end of December 2018. This training package includes a section on the importance of consideration of known risk factors in assessing risk and when an ACCT should be opened.</p> <p>The Safer Prisons team are now producing monthly key message alerts which are issued to all staff. To date the key messages have contained Mental Health awareness, Challenge Support Intervention Plan awareness and ACCT process guidance, which includes information on how to open an ACCT, best practice for quality entries and ACCT must do's. Staff are also reminded that they need to make appropriate defensible entries when completing the record. Details of where staff can seek further advice surrounding the ACCT process are included. These notices are also displayed in key areas.</p> <p>To ensure continuous improvement of ACCT procedures the Safer Custody Custodial Manager now conducts all 72 hour quality assurance checks. Wing managers also complete weekly quality assurance checks of all ACCT documents on their residential units. Additionally the Safer Custody Hub Manager conducts a monthly quality analysis providing constructive feedback to managers and Supervising Officers to take forward for future learning. As a result the 10% minimum requirement of quality analysis on ACCT documents to ensure best practice is being exceeded.</p>	<p>Head of Business Assurance December 2018</p>

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2	The Head of Healthcare should ensure that all clinical staff refer prisoners to GPs when they report their medication missing so that decisions on re-prescribing medication are fully considered and promptly taken	Accepted	<p>The pathway whereby prisoners report medication missing is currently under review, and is due to be completed by the end of August 2018. Clear guidance detailing the new process, including the requirement to hold a multi-disciplinary review with a prescriber present, will be produced. The prescriber will determine if prisoners can be re-prescribed their medication and ensure there is no risk to the prisoner (e.g. risk of overdose). If a prisoner cannot be re-prescribed their medication a support plan will be put in place to ensure they are supported during the time they do not have their medication.</p> <p>Staff will be informed of the new process by the local manager through daily briefings, monthly team meetings and via email. All Single Operating Platforms (SOPs) are also stored on the shared drive to which all staff have access and the new guidance will be added. Staff are required to sign to confirm that these have been read. Governance checks will be carried out, which will ensure staff are complying with the changes.</p>	Head of Healthcare August 2018
3	The Governor and Head of Healthcare should ensure that the ongoing work on the administration of Pregabalin and other tradable medications is completed as a matter of urgency, and that Humber's medication in-possession policy is	Accepted	<p>A new in-possession policy has been developed for HMP Humber and is due to be ratified in August 2018 by the local SMT and approved at the Safety and Quality meeting</p> <p>A new system has already been introduced whereby Pregabalin and Gabapentin are no longer held in possession. Prisoners are required to obtain their medication daily under supervision. The new policy will reflect these changes. Other tradable medications are being</p>	Head of Healthcare August 2018

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	updated to reflect any changes made.		<p>constantly monitored and will fall within this process once the new policy has been agreed by the local SMT.</p> <p>The new policy will ensure all prisoners on Pregabalin, Gabapentin and other tradable medications are supported and safely managed. They will be offered a package of support consisting of additional Physio sessions, pain management clinics, mental health support and links with the Drug and Alcohol Recovery team.</p> <p>In preparation for this, medication review clinics are being carried out on a weekly basis with the priority prisoners being those prescribed tradable medications undergoing clinical review.</p> <p>All staff including Pharmacy staff who are responsible for dispensing the medication have been informed of the new arrangements regarding Pregabalin and Gabapentin by the local manager.</p>	