

**Action Plan – Mr Terence Papworth at HMP Leeds – Self-Inflicted Death on 22/11/2020**

<b>No</b>	<b>Recommendation</b>	<b>Accepted/ Not Accepted</b>	<b>Response</b>	<b>Target date for completion and function responsible</b>
1	<p>The Governor and Head of Healthcare should ensure that reception staff:</p> <ul style="list-style-type: none"> <li>• consider all information arriving with the prisoner, particularly the PER and SASH form, when assessing their risk of suicide and self-harm;</li> <li>• start ACCT procedures whenever a prisoner has significant risk factors, regardless of the prisoner's stated intentions; and</li> <li>• record the information considered and their reasoning when they decide not to start ACCT procedures.</li> </ul>	Accepted	<p>In February 2021, the prison introduced a Risk of Suicide Identification (ID) form. This form, which is completed on reception, has been formulated using recent Prison and Probation Ombudsman's (PPO) recommendations and internal learning and seeks to score a newly arrived prisoner's risk of suicide and self-harm based on key risk factors. Staff are required to reference accompanying paperwork, including the PER and consider factors which may heighten risk. These include first time in custody, the type of index offence, the type of sentence, immigration status and whether the prisoner has arrived from court with a suicide and self-harm warning form.</p> <p>This ensures that all relevant facts are considered when making decisions around risk and the need for monitoring under ACCT procedures, rather than relying on a prisoner's presentation alone.</p> <p>A log is kept of all prisoners arriving into HMP Leeds with a suicide and self-harm warning form, and where an ACCT is not opened a defensible decision must be documented on Nomis as a case note. The Reception Custodial Manager has been tasked with completing regular dip tests of these entries to provide assurance that defensible decisions are individualised and not generic. Feedback will be provided to those staff who require additional guidance.</p> <p>A regular review process is also in place to allow continual improvement and learning to be applied to the Risk of Suicide ID form and to ensure its effectiveness. A RAG rating has now been included to identify those prisoners who have been assessed as not requiring monitoring under ACCT, but where additional support may be needed.</p>	Head of Safety/Head of Healthcare Completed

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			<p>In addition, the Risk of Suicide ID also includes a number of questions relating to a prisoner's health and mental health needs so that this can also be considered as part of the risk assessment process and Healthcare are also able to feed into the review process.</p> <p>Monitoring of ACCT also takes place as part of the Safety Intervention meeting (SIM) looking at issues such as welfare checks, key dates and multi-functional responses to risk for those subject to ACCT procedures.</p>	
2	The Governor and Head of Healthcare should remind staff of the importance of sharing information about a prisoner's risk of suicide and self-harm so that all relevant factors are taken into account when deciding whether to start ACCT procedures.	Accepted	<p>A Governors Order (GO) will be re-issued outlining staff responsibility to share key information about a prisoner's risk.</p> <p>The GO will be updated to ensure all employees at HMP Leeds, including Healthcare, are aware that they must report and escalate information where appropriate to enable informed decisions to be made around the need to open an ACCT for prisoners considered to be at risk. It will also set out the process to report concerns and emerging information and to whom that information should be relayed. The importance of taking account of all relevant documentation and not relying on a prisoner's presentation or verbal responses alone when assessing risk will also be reiterated.</p> <p>PPO recommendations are monitored through the Safety Continuous Improvement Action Plan and staff's understanding of this requirement will be regularly dip tested in all areas of the prison as part of that process.</p>	Head of Safety/ Head of Healthcare August 2021

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3	<p>The Governor and Head of Healthcare should ensure that:</p> <ul style="list-style-type: none"> <li>• prisoners passing through reception on return to the prison after a court appearance are screened to assess their risk of suicide and self-harm and for potential health issues; and</li> <li>• PERs are completed fully and accurately in respect of the prisoner's risk of suicide and self-harm.</li> </ul>		<p>Since Mr Papworth's death a system has been introduced whereby all prisoners attending court in person or by video link are now subject to a welfare check by prison staff following their appearance. The court outcome and any change of circumstance that may increase risk or impact on their health is explored and prisoners are encouraged to speak to Mental Health if they so wish. These checks are documented on Nomis and observation book entries are made to ensure residential staff are aware of any concerns.</p> <p>A Notice to Staff will also be issued to remind staff of the importance of including all information regarding a prisoner's risk of suicide and self-harm on the PER form.</p> <p>In addition, prisoners identified as at increased risk of suicide and self-harm are monitored through the SIM using the Risk of Suicide ID. The Offender Management Unit are also a key part of the SIM and have actions set to ensure they provide information around court dates, including if these change or are brought forward.</p>	Head of Safety/ Head of Healthcare August 2021
4	<p>The Governor should ensure that vulnerable prisoners are identified and prioritised for key work and that key workers are given time to meet regularly with the prisoners allocated to them.</p>	Accepted	<p>Key worker oversight, assurance and compliance has now transitioned to Residence, where allocations are made based on location as opposed to using an auto allocation tool. This is intended to reduce the movement of staff into different areas of the prison and allow for more interaction, encouraging conversation outside of allocated key worker time.</p> <p>Concerns and emerging risk for our vulnerable prisoners are discussed as part of the weekly SIM along with those subject to ACCT monitoring, to ensure</p>	Head of Residence September 2021

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			<p>prisoners are appropriately identified and prioritised for key work. Information is then cascaded to key workers as appropriate.</p> <p>HMP Leeds has also revised its core day and profiles to allow for sufficient resource to be allocated to the key worker scheme. The new profiles are expected to be implemented in September 2021, following a period of consultation and to align with exit from our COVID 19 restricted regime.</p> <p>Key worker compliance will continue to be measured through the performance hub using data from Nomis to ensure sufficient time is being given for staff to regularly meet with their allocated prisoners.</p>	