

Action Plan in response to the PPO Report into the death of Paul Niven on 15/06/2021 at HMP Bedford

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date
1	<p>The Governor and Head of Healthcare 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 guidelines, including that:</p> <ul style="list-style-type: none"> • staff understand that they need to take a prisoner's risk factors for suicide and self-harm into account, and not just what they say or how they present; • all reception staff, including healthcare staff, are aware when a prisoner is on an ACCT; and • ACCT reviews are multidisciplinary wherever possible, particularly if a prisoner is under the care of the mental health team and observations are being reduced. 	Accepted	<p>All prison staff who work in reception have regular daily briefings and are reminded on an ongoing basis of the need to review all relevant documentation upon arrival so that any needs and risks are identified promptly and addressed. A notice to staff (NTS) was re-issued in May 2022 advising that all staff deployed to reception must thoroughly review the Person Escort Record and any other documentation that arrives with a prisoner. This information is also available to the healthcare staff located in Reception.</p> <p>A checklist was introduced in January 2022 which lists all of the documents that must be examined during the reception process. Staff are now required to sign to confirm that they have thoroughly reviewed all of the documentation that has arrived with the prisoner.</p> <p>ACCT Version 6 (v6) training covers risks and triggers and the dynamic assessment of risk. This is part of the training package that all staff have received in 2021 and is included in the ongoing refresher training that is delivered every six months.</p> <p>Robust scheduling is now in place to co-ordinate ACCT reviews and to ensure that the relevant staff are in</p>	Head of Operations Head of Safety HMPPS	Completed



			attendance. All Senior Officers and Case Co-ordinators were reminded in March 2022 to ensure that impromptu case reviews are multi-disciplinary and observations should not be reduced without agreement from the Multi-Disciplinary Team.		
2	<p>The Governor should ensure that staff comply with radio guidance, in particular that:</p> <ul style="list-style-type: none"> • staff making ACCT and wellbeing checks carry radios to enable emergency medical codes to be radioed promptly; • staff carry radios at all times after drawing them; and • staff are provided with the correct equipment to allow them to carry their radio. 	Accepted	<p>All operational staff carry a radio and a NTS was circulated in January 2022 reminding staff of the need to draw a radio and to secure it in their possession at all times. The importance of this, particularly during ACCT checks and welfare checks, is included in the local ACCT V6 upskilling training.</p> <p>All staff are provided with a belt and radio pouch after receiving radio training as part of their induction. During briefings in March 2022, all staff were reminded of the need to keep a radio secured upon their persons at all times once drawn.</p>	Head of Security HMPPS	Completed
3	The Governor should ensure that all staff who may need to open sealed key pouches have received training in how to do so.	Accepted	<p>The content of introductory key talks for new staff was updated in March 2022 and now includes instructions to all new staff on the procedure on seals and how to open the new sealed key pouches in cases of emergency.</p> <p>As part of the Security Team's Assurance Framework, staff are asked to demonstrate their knowledge on breaking the new seal on the night pouches as assurance that this is understood. In the briefing prior to starting their night shift, staff are routinely advised that they must be aware of the process and seek advice from the Orderly Officer if required.</p>	Head of Security HMPPS	Completed



4	The Governor should remind staff that an ambulance should be requested immediately on a code red or code blue emergency.	Accepted	Communication was reissued to all control room staff and all Custodial Managers in May 2022 to ensure that an ambulance is requested immediately when a medical emergency response code is called. This is also reiterated during control room staff training and during regular briefings.	Head of Security HMPPS	Completed
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