

Action Plan – Mr Colin Mitchell at HMP Leeds – SID on 18/11/2020

No	Recommendation	Accepted/ Not Accepted	Response	Target date for completion and function responsible
1	<p>The Governor and Head of Healthcare should ensure that reception staff:</p> <ul style="list-style-type: none"> • consider all information arriving with the prisoner, particularly the PER and SASH form, when assessing their risk of suicide and self-harm; • start ACCT procedures whenever a prisoner has significant risk factors, regardless of the prisoner's stated intentions; and • record the information considered and their reasoning when they decide not to start ACCT procedures 	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>	Reception Manager/ 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. A request for an additional nurse resource in reception is currently with NHS England for consideration.</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	<p>The Governor and Head of Healthcare should ensure that:</p> <ul style="list-style-type: none"> • prisoners' potential triggers for suicide and self-harm, such as court dates, are identified and flagged to relevant staff; and • following court appearances, prisoners are assessed for their risk of suicide and self-harm and any potential health issues. 	Accepted	<p>All prisoners identified as being at increased risk of suicide and self-harm are now monitored through the weekly SIM using the Risk of Suicide ID form to ensure any potential triggers are considered. This is a multi-disciplinary meeting and the Offender Management Unit have a crucial role in ensuring information is provided around court dates, including if these change or are brought forward so that those prisoners can be provided with additional support if required. A daily report of all prisoners with key dates that may increase risk is sent to all managers.</p> <p>A system has also 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. These checks are documented on NOMIS and observation book entries are made to ensure residential staff are aware of any concerns.</p>	Head of Safety/Head of Healthcare Completed

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3	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.	Accepted	<p>Key worker oversight, assurance and compliance has now transferred 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 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>	Head of Residence September 2021
4	The Governor should share this report with key work officer to ensure she is aware of the Ombudsman's comments about her good practice.	Accepted	<p>HMP Leeds would like to thank the Ombudsman for recognising the work delivered by the key work officer.</p> <p>She will be met by the Head of Safety and a staff recognition award will be completed to share her work as good practice across the prison.</p>	Head of Safety July 2021