

## Action Plan in response to the PPO Report into the death of Mr Trevor Monerville on 18/04/2021 at HMP & YOI Lewes

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date
1	The Head of Healthcare should ensure that when a prisoner is discharged from the inpatient unit, a formal discharge summary (including a management plan if appropriate) is handed over to primary care.	Accepted	A process is being introduced by the mental health leads to ensure that all patients who are discharged from the inpatients unit have a discharge summary and a management plan documented on Systm1 and are given a copy of their care plan should they wish. There will be a documented handed over recorded in Systm1 to a named person from the primary care team. The mental health lead will audit this on a monthly basis to ensure that this is taking place.	Head of Healthcare  Practice Plus Group (PPG)	31 March 2022
2	The Head of Healthcare should ensure that all patients with epilepsy and/or seizure activity have an epilepsy management plan, that includes a plan to monitor seizure activity.	Accepted	All patients with epilepsy are monitored by the primary care team. Management plans with seizure logs are to be documented on Systm1 for patients where seizures are not well controlled. This will be overseen and managed by the Long Term Condition nurse. This will be audited monthly by the Primary Care Lead to ensure that they are in place.	Head of Healthcare	30 April 2022
3	The Governor and Head of Healthcare should ensure that all staff are fully trained and	Accepted	The following actions will be implemented to ensure that all staff are fully trained and understand the purpose of the ACCT process and that prisoners are only monitored using ACCT in appropriate circumstances in line with national	Head of Safety and Head of Healthcare	31 May 2022



	<p>understand the purpose of the ACCT process and that prisoners are only monitored using ACCT in appropriate circumstances.</p>		<p>guideline in Prison Service Instruction (PSI) 64/2011, <i>Management of prisoners at risk of harm to self, to others and from others</i>:</p> <ul style="list-style-type: none"> <li>• Publishing a Notice to Staff reinforcing the purpose of the ACCT process and where they can seek further knowledge and support from.</li> <li>• An all staff email outlining this Notice to Staff will also be circulated to all staff at HMP Lewes.</li> <li>• Residential Unit Custodial Managers and Supervising Officers will raise awareness for staff through coaching and staff briefings.</li> <li>• When Covid-19 restriction in the prison allow we will raise awareness through training shut down days where we promote 'speed-training' on particular subjects.</li> <li>• The Induction programme for new staff working at HMP Lewes is being reviewed to ensure that they are fully trained in the ACCT process.</li> <li>• Develop a training plan to capture all untrained staff in the HMPPS Suicide and Self-Harm (SASH) training package and ensure those that have previously attended are allocated a refresher course.</li> <li>• Hold a series of ACCT awareness sessions for the Healthcare provider, PPG to the prison.</li> </ul>	<p>HMPPS and PPG</p>	
4	<p>The Governor should ensure that staff review a prisoner's cell</p>	<p>Accepted</p>	<p>The Local Operating Procedure (LOP) for Cell Sharing Risk Assessments will be reviewed.</p>	<p>Head of Safety</p>	<p>30 April 2022</p>



	sharing risk assessment if it would be beneficial for them to have a cellmate.		<p>Pending the review, we will share through an all staff email, the Safety Briefing on Cell Sharing Risk Assessments (CSRA) developed by the HMPPS National Safety Team along with supporting flow charts and Frequently Asked Questions document (FAQs).</p> <p>When Covid-19 restriction in the prison allow we will raise awareness of Cell Sharing Risk Assessments (CSRA) through training shut down days where we promote 'speed-training' on particular subjects.</p>	HMPPS	
5	The Governor should ensure that roll checks are properly carried out and that staff understand their responsibilities to check there are no immediate issues that need attention.	Accepted	<p>A Notice to Staff (NTS) was published in January 2021 reminding staff that they are expected to personally complete a check of all prisoners and what to do if there are any concerns.</p> <p>Further NTS were issued in August 2021, reminding staff to ensure they physically check on prisoners at roll checks.</p> <p>The requirement and expectations of staff during a roll check is being reviewed and updated guidance will be issued to all staff once this is completed</p>	Head of Safety HMPPS	31 March 2022
6	The Governor should ensure that all prison staff are made aware of and understand PSI 03/2013 and their responsibilities during medical emergencies, including that they use the correct medical emergency code to communicate the nature of the emergency effectively.	Accepted	<p>A Notice to Staff (NTS) was published in January 2021 reminding staff of the Medical Emergency Response Codes to be used and a copy of the NTS has also been emailed to all staff as a further reminder. The same NTS was also included to supply further guidance to staff in another NTS that was published in February 2022.</p> <p>Residential Unit Custodial Managers and Supervising Officers will ensure that staff are briefed regularly on the use of code red and code blue, and the importance of</p>	Head of Safety and Head of Healthcare HMPPS and PPPG	31 March 2022



			<p>using them correctly, summoning the appropriate response, including an ambulance being requested immediately.</p> <p>There is written instruction in the control room in large font on the wall <i>“when you receive a code red / code blue, call an ambulance immediately without delay”</i>.</p> <p>During PPG induction, all healthcare staff will sign to say that they have read and understand the expectations on them when medical emergency codes are called by the control room.</p> <p>When Covid-19 restriction in the prison allow we will raise awareness of Medical Emergency Response Codes through training shut down days where we promote ‘speed-training’ on particular subjects.</p>		
7	The Governor should share this report with Officer A and Officer B and arrange for a senior manager to discuss the Ombudsman’s findings with them.	Accepted	The Head of Safety will share a copy of the report and discuss the Ombudsman’s findings with the named members of staff.	Head of Safety HMPPS	30 April 2022

