

# Action Plan in response to the PPO Report into the death of Mr Patrick Williams on 6 July 2022 at HMP Leyhill

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date
1	The Governor should ensure that all prison staff understand their responsibilities during a medical emergency, including that they communicate the emergency without delay using the appropriate medical emergency response code.	Accepted	<p>Guidance to staff via a staff notice has already been circulated on the 13<sup>th</sup> October 2022 and again on the 26<sup>th</sup> January 2023 regarding responsibilities during a medical emergency. The notice has been updated to include the discovery of an unresponsive prisoner and the need to call the correct medical response code in the circumstances.</p> <p>Posters of the SEND protocol as well as the emergency codes will be reviewed and re-published in all areas of the prison.</p> <p>A staff engagement campaign to support code red and blue processes will be undertaken. This will include briefing of staff groups and a series of contingency exercises. These will test prison process and staff response to code red and blue will be carried out.</p>	<p>Head of Safety</p> <p>Head of Safety</p> <p>Head of Safety</p>	<p>Complete</p> <p>1<sup>st</sup> March 2023</p> <p>7<sup>th</sup> May 2023</p>
2	The Governor should ensure that prison staff liaise with families following a death in custody in line	Accepted	The Head of Safer Custody will ensure all staff who are trained Family Liaison Officers (FLO) have read and understand their role/responsibilities within the Initial	Head of Safety	10 <sup>th</sup> February 2023



	<p>with national instructions, including that the family liaison officer initiates and maintains contact with the bereaved family and provides appropriate information and support.</p>		<p>Contact with Next of Kin Following a Death in Custody Safety Briefing.</p> <p>Guidance will be sent to line managers and senior managers about the role of the FLO and what is and is not expected when conducting the duties of an FLO.</p> <p>Death in custody contingency has recently been reviewed on the 6<sup>th</sup> December 2022 to add significance and importance to the role of the FLO and contact with identified Next of Kin</p>	<p>Head of Safety</p> <p>Head of Safety</p>	<p>10<sup>th</sup> February 2023</p> <p>Complete</p>
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