

**Action Plan – Mr Finlay Finlayson at HMP Lewes – on 25/01/2019**

<b>No</b>	<b>Recommendation</b>	<b>Accepted/Not Accepted</b>	<b>Response</b>	<b>Target date for completion and function responsible</b>
1	The Head of Healthcare should investigate why Mr Finlayson's electronic community GP medical records (from SystmOne) were not accessible to clinical staff and put arrangements in place to resolve the problem.	Accepted	Following an investigation it was found that community medical records were available to be viewed on Systmone. Not all clinical staff were aware of how to view past records. As a result, training on SystmOne was organised for new staff and refresher training was provided in August 2019.	Complete  Head of Healthcare
2	The Head of Healthcare should ensure that patients with long-term physical health conditions are assessed, monitored and reviewed regularly, and that this is recorded.	Accepted	<p>Long Term Conditions Clinics have now been commenced at HMP Lewes. This is a new system that allows initial investigations and assessment with any resident that has an identified long term condition. The resident will then have a plan of care discussed with them and have regular reviews. This is all recorded on our medical system.</p> <p>There is now work being carried out with HMP Lewes for a new post of a Long Term Condition Co-ordinator for the Older Person. This is being developed by NHSE and HMP Lewes has been designated as one of the 12 month pilot sites for this new role.</p>	Complete  Healthcare  End of 2019  NHSE leading with the pilot
3	The Head of Healthcare should ensure that person-centred care plans are written and evaluated regularly.	Accepted	Each resident that comes under the Long term condition clinic will have an up to date care plan discussed with them and a copy of this will be given to the resident. This care plan is also recorded on the medical system and an agreed review of their condition will be agreed on each clinic appointment attended.	Complete  Healthcare
4	The Governor should ensure that when a prisoner dies in custody, staff handle this information sensitively and share only as appropriate, so that wherever	Accepted	Prison Management will ensure that immediate information surrounding the death of a prisoner is only shared with any outside party, with consent of the Duty Governor who is managing the contingency plan to ensure that the	December 2019  Head of Safety

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	possible, the family do not find out about the death before prison staff tell them in person.		designated Family Liaison Officers are the first to break the news to the next of kin.  Additionally, all staff will be reminded via a Notice To Staff email about the importance of ensuring sensitive information is not shared inappropriately, and this will be re-enforced at our newly introduced monthly bite-size training sessions which take place twice a month.	