

## Healthcare Improvement Scotland Action Plan to HMP Addiewell unannounced inspection 17-18 April 2024

### Specific

- What is to be achieved?
- What is the end result?

### Measureable

- How will you know you are progressing towards your goal?
- What changes will you see ? E.g. percentage increase, completion rates, etc.

### Attainable

- Is the objective achievable?
- Do you have the right resource?s E.g. knowledge, skills, authority, etc?

### Relevant

- What influence do you have in this area?
- Does this objective relate to your role, your team, the organisation?

### Time-bound

- When does this need to be done by?

Recommendations from HMIPS HMP Addiewell full inspection report May 2023 and unannounced inspection on 17-18 April 2024.		Action plan update provided by NHS Lothian/REAS
Rec No	Recommendation	
1	As per the original action plan SJS/ HMP Addiewell and GEOAmev must continue to facilitate patients' attendance at appointments to secondary care. Appointments to secondary care should only be cancelled due to an unforeseen and extraordinary circumstance. Under the duty of candour, all patients who miss a secondary care must be informed of the reason why, and what actions will be taken to mitigate the risks to the patient because of this.	
2 (new rec)	REAS/NHS Lothian should ensure all new staff receive an induction and have access to up to date	

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	induction resources. Systems and processes should be put in place to monitor compliance with inductions.	
<b>3 (new rec)</b>	REAS and NHS Lothian should ensure the triage process for mental health and addictions referrals is safe and effective, that all staff who are carrying out a triage assessment are trained to ensure this carried out safely.	
<b>4</b>	REAS/NHS Lothian must ensure the caseload management system is kept up to date for patients receiving care from the Mental Health and Addictions Team.	
<b>5</b>	REAS/NHS Lothian must ensure all patients receiving care from the Mental Health Team have an up to date risk assessment, recorded on a standardised tool accessible to staff.	
<b>6</b>	REAS/NHS Lothian must continue to liaise with HMP Addiewell to improve accommodating escorts to psychology appointments.	
<b>7 (new rec)</b>	REAS/NHS Lothian should ensure that all patients on the mental health and addictions caseload have a care plan in place, stored accessibly and oversight is in place to monitor quality and completion.	
<b>8</b>	REAS/NHS Lothian must ensure patients on the mental health and addictions caseload have access to a range of evidence based psychological interventions.	
<b>9</b>	REAS/NHS Lothian must ensure that Multidisciplinary Team meetings are re-established to ensure that patient care is discussed.	
<b>10</b>	HMP Addiewell must consistently support healthcare staff in the administration of medicines	

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	to ensure this is carried out safely and reduce the risk medication errors.	
<b>11</b>	REAS/NHS Lothian must ensure that dental health promotion information is accessible to patients.	
<b>12</b>	REAS/NHS Lothian must ensure complaints forms are available in a range of alternative formats and languages to ensure all patients can provide feedback, raise concerns and complain.	
<b>13</b>	REAS/NHS Lothian must ensure complaints are responded to as per the timeframes on the policy available to patients.	
<b>14</b>	REAS/NHS Lothian must ensure learning from complaints is discussed and shared with the healthcare team so that staff are aware of patient's experience.	
<b>15</b>	SJS and HMP Addiewell must ensure accessible cells are clean and in a good state of repair to facilitate effective cleaning.	
<b>16</b>	SJS and HMP Addiewell must review the storage area where cleaning equipment is stored without delay and remove unsuitable items to reduce the risk of contamination of cleaning materials.	
<b>17 (new rec)</b>	REAS and NHS Lothian must ensure that standard infection prevention and control audits, including hand hygiene, are regularly undertaken and recorded by appropriately trained staff, and actions are taken to address any non-compliances. All staff must be informed of the audit results and any actions required to improve practices.	
<b>18</b>	REAS and NHS Lothian must continue to explore options for external oversight of the healthcare environment in HMP Addiewell to support staff with	

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	best practice in the reduction of the risks of transmission of infection.	
<b>19</b>	REAS/NHS Lothian should ensure that staff receive feedback from all DATIX incidents submitted.	
<b>20</b>	REAS/ NHS Lothian should introduce a system to monitor compliance with mandatory and role-specific training for all staff.	