



## IOP Recommendations Action Plan

Proposed Recommendation from the Inspector of Prisons investigation report on  
Death in Custody of prisoner “Ms X” 14/10/2019

The Recommendations submitted by the IOP have been review and considered. The table below is a summary of proposed actions based on the investigation of the IOP in respect of the Irish Prison Service. The table also suggest timelines and action owners for completing the necessary actions.

No.	IOP Recommendations	Irish Prison Service Response	Action Required	Action Owner	Timeline
1.	<b>Vulnerability: Where a ‘shared vulnerable cell’ is recommended this should be made known to all prison staff with a responsibility and duty of care for the detained person and recorded in relevant journals.</b>	Recommendation accepted	From the healthcare committal assessment, where it is deemed appropriate that a shared cell would mitigate any possible risk of self-harm the clinician undertaking this assessment should notify colleagues of all disciplines of the risk relevant information and any signature presentations to be aware for which would require immediate escalation to healthcare to reassess and provide safeguards. All Healthcare staff to be advised of same.	Care & Rehabilitation Directorate	Ongoing.
2.	<b>If it is decided a ‘shared vulnerable cell’ is no longer required a risk assessment should be conducted to justify de-escalation. This should be recorded on the detained persons PIMS record.</b>	Recommendation accepted	The healthcare risk assessment to de-escalated from this requirement will be based on a healthcare risk assessment and as such will be recorded in the PHMS (healthcare notes). A follow up on the previous notification to other disciplines	Care & Rehabilitation Directorate	Completed



Seirbhís Phríosúin  
na hÉireann  
Irish Prison Service



An Roinn Dlí agus Cirt  
Department of Justice

### IOP Recommendations Action Plan

			will be required to inform that this mitigation measure has been stepped down. All Healthcare staff to be advised of same.		
3.	<b>The IPS should review self-harm policies at the Dóchas Centre considering SADA Reports and the National Strategy for Prevention of Suicide (See section 23).</b>	Recommendation accepted	The Irish Prison Service are in the process of implementing a new intervention approach (CAMS) in the Dochas in Q2 2022, based on the outcomes of the SADA research. This programme of implementation of CAMS is being supported in design and implementation by the National Office of Suicide Prevention.	Care & Rehabilitation Directorate	Q2 2022
4.	<b>As required under Prison Rule 13, the IPS should ensure that all prisoners 'shall upon admission to prison' be provided with a leaflet of their rights and entitlements. To achieve this the IPS should conduct a review of all committal areas and prisons for the availability of these information leaflets in English, Irish and other languages. Prison Governors should check compliance with this Prison Rule during their regular inspections of a prison.</b>	Recommendation partly accepted The Irish Prison Service produces a comprehensive Prisoner Information Booklet which is made available to all committals to prison. The book contains general information about prison life, staff, and regimes and services. The book is available in 8 languages and is updated on a regular basis. Work on the 2022 edition is ongoing and will be completed shortly.	The Irish Prison Service will conduct an audit to ensure that the booklet is being made available in all prisons to new committals. In addition, the Irish Prison Service is giving consideration to the development of a Prisoner Information Programme to be broadcast on the TV Channel. Subject to funding this work will commence following the publication of the 2022 edition.	Corporate Services Directorate	Q3 2022
5.	<b>A Person Escort Record should be introduced and completed for every movement of a prisoner into or out of a prison whether by Irish Prison</b>	Recommendation accepted Historically, An Garda Síochána provided information on a form known as a C63 form. This form contained	The Irish Prison Service will bring this recommendation to the attention of the Information sharing group for consideration	Operations Directorate	Q4 2022



IOP Recommendations Action Plan

	<p><b>Service staff or Gardaí. This should include details of risks of self-harm and vulnerability in addition to security considerations and include any comments or threats made by a detained person. (Example of HMPPS provided at footnote 7).</b></p>	<p>details of background information on the prisoners convictions, habits and some health information. This form is still used and provided in certain prisons but its use is not widespread nor is there a formalised agreement between both organisations on same.</p> <p>In 2021, an information sharing group was established to look at information sharing between various Justice bodies, they have begun the process of looking at the sharing of risk relevant information including the C63 form.</p>			
6.	<p><b>All journals should be corporate, serial numbered, and completed in a policy led manner that is accurate, detailed and consistent across the IPS. This policy should include instructions for prison officers of information that should be recorded.</b></p>	<p>Recommendation accepted</p>	<p>Relevant officials will examine how best to streamline and improve the information management process in relation logbooks and journals.</p> <p>The scope of the review associated with the management of journals across the estate includes:</p> <ol style="list-style-type: none"> <li>1. Types of journals</li> <li>2. Fields in the journals</li> <li>3. Issuing of journals to prisons</li> <li>4. Issuing of journals within prisons</li> <li>5. Central recording of same – numbers on the journals; when issued; to</li> </ol>	<p>Corporate Services Directorate</p>	<p>Q1 2023</p>



IOP Recommendations Action Plan

			<p>whom; by whom; date received; location; date journal completed; retention of journal;</p> <p>6. Are current journals fit for purpose?</p> <p>7. Are digital journals possible?</p> <p>The review will produce a clearly documented process for issuing and recording of logbooks/journals and information management of same.</p>		
7.	<b>In the event of a death in custody the governor of the prison should seize and securely store all relevant original journals and issue new books.</b>	Recommendation accepted	The current SOP for Deaths in Custody only require the Governor to provide copies of any relevant journal. Operations will review the current SOP and amend to reflect this recommendation.	Operations Directorate	Q4 2022
8.	<b>IPS policy should mandate all complainants be formally informed of progress of their complaint, including a decision not to investigate an allegation and the reason for discontinuance.</b>	<p>Recommendation accepted</p> <p>The Irish Prison Service Prisoner Complaints policy and Rule 57(b)(5)(b) provides for notification to the complainant in the event that a decision is taken not to proceed with the complaint. This did not happen in this case because of legal complications surrounding the initial decision to categorise the complaint as a Category A complaint.</p>	<p>The Irish Prison Service is currently engaged with the Department of Justice in relation to legislation to establish a new prisoner complaints system.</p> <p>Any policy emanating from this legislation will ensure that this recommendation is implemented.</p> <p>It is not proposed to review or amend the current prisoner complaints policy.</p>	Operations Directorate	Q4 2022



Seirbhís Phríosúin  
na hÉireann  
Irish Prison Service



An Roinn Dlí agus Cirt  
Department of Justice

### IOP Recommendations Action Plan

9.	<b>The IPS should conduct a critical incident review following any death that is to be investigated by the OIP. (Agreed by IPS in recommendations in other DIC's).</b>	Recommendation accepted	The Critical Incident Operational Reporting and Debrief Procedures defines a Death in Custody as a critical incident requiring review and the SOP for Deaths in Custody also places a requirement on prison Governors to provide the IOP with minutes of the critical incident review. Operations will review both documents and remind prison staff of their obligations and responsibilities by way of an Operational Circular	Operations Directorate	Q4 2022
----	--	-------------------------	--	------------------------	---------