

## **15 “to do’s” by 1 April 2015 to be ready to meet the social care needs of prisoners**

1. Determine how you are going to identify prisoners who may have social care needs, especially when they first arrive at the establishment and how you will provide care and support services to any prisoner with eligible needs.
2. If you want the prison healthcare provider(s) to deliver any or all of your responsibilities for care management and/or care provision discuss this first with NHS England, determine your council’s due process to choose a preferred provider and ensure that you have contractual arrangements in place and that providers are appropriately registered with CQC.
3. If you contract with the prison healthcare provider or other body to undertake care and support assessments on your behalf, ensure that you have a mechanism for quality assuring them?
4. Make plans to deliver training at the establishment/s, including Safer Custody, Security Awareness and Personal Protection training and gain security clearances to undertake a social care task in a prison. Allow sufficient time for assessor and care and support staff security clearance, especially in High Security prisons.
5. If you are unlikely to have fully recruited, trained and obtained security clearances for the staff who will be working on behalf of the council by 1 April 2015, discuss with NOMS Co-commissioners, the prison senior management team, NHS England and the healthcare provider(s) what interim arrangements might be possible in order to respond to prisoners who may have social care needs
6. Ensure the prison custody and healthcare staff have an appropriate level of knowledge of the local authority’s new role in relation to prisoners. It may also be helpful to do an awareness raising session at a prison SMT meeting
7. Make arrangements to ensure prisoners are aware of the potential support that they can receive and how they will be enabled to self-refer to the local authority, and how you will advise ineligible prisoners of services which are available post assessment.
8. Ensure that you have arrangements in place to meet the need of any prisoner for advocacy support.
9. Ensure that the information that you provide to prisoners also includes information on how to make a complaint or representation.
10. Decide how you are going to address the potential to charge prisoners for care services – the National Association of Financial Assessment Officers have published useful advice on this and it is available on the LGA Knowledge Hub “Prisons and the Care Act” forum (<https://knowledgehub.local.gov.uk/group/prisons-and-the-care-act>)
11. Make sure you have an information sharing protocol in place to share information between the local authority, prison and prison healthcare services
12. Ensure that prison custody and healthcare staff have a single point of contact for the local authority
13. Ensure that you have negotiated a partnership delivery agreement for social care with your local prison(s). Prisons must negotiate one with their respective local authority and this agreement must set out local partnership governance for social care. The healthcare provider may also be a party to this agreement to reflect an integrated approach.
14. Ensure that local authority staff working within the prison setting have familiarised themselves with relevant Prison Service Instructions (PSI’s) and in particular those relating to security, social care and safeguarding (the latter two are still being drafted and consulted on but should be published before April 2015).

15. Establish a process to respond to recommendations which may be made by Her Majesty's Chief Inspector of Prisons about social care services

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