Australian Capital Territory

**Corrections Management (Risk Alerts) Policy 2024**

**Notifiable instrument NI2024–629**

made under the

**Corrections Management Act 2007, s14 (Corrections policies and operating procedures)**

**1 Name of instrument**

This instrument is the *Corrections Management (Risk Alerts) Policy 2024.*

**2 Commencement**

This instrument commences on the day after notification.

**3 Policy**

I make this policy to facilitate the effective and efficient management of correctional services.

**4 Revocation**

This instrument revokes the *Corrections Management (Risk Alerts) Policy 2019* [NI2019-658].

Narelle Pamplin

Acting Commissioner  
ACT Corrective Services  
25 October 2024

**RISK ALERTS**

**policy no. 10**

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**ACT Corrective services**

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# PURPOSE

ACT Corrective Services (ACTCS) is committed to ensuring the consistent categorisation, management and recording of risks related to the welfare, safety and security of detainees in a correctional centre.

This policy establishes the risk alerts for correctional centres.

# SCOPE

This policy applies to all correctional centres in the ACT.

Where required, the Assistant Commissioner Custodial Operations will establish operational procedures under this policy.

# DEFINITIONS

|  |  |
| --- | --- |
| Forensic Mental Health Services (FMHS) | Clinical mental health service within Justice Health Services. |
| High Risk Assessment Team (HRAT) | A multi-agency decision and intervention planning team to coordinate the management of at-risk detainees under the *Detainees at Risk of Suicide or Self-Harm Policy*, specifically S-rated detainees. |
| Risk alerts | Ratings applied to a detainee to inform decision-making on the management of the detainee. |

# PRINCIPLES

* 1. The safety of all persons, and security and good order in a correctional centre are supported by the identification and appropriate management of a detainee’s risk status.
  2. Risk alerts enable the effective sharing of information within ACTCS and with other agencies, including Justice Health Services, to ensure the appropriate treatment and management of detainees.

# NOTIFICATION AND RECORDING OF RISK CATEGORIES

* 1. The following risk alerts may be applied to detainees:
* **S:** Suicide or self-harm
* **P:** Psychiatric
* **E:** Escape
* **V:** Violence
* **W**: Welfare
  1. Where a staff member is made aware of any risk presented by a detainee, they must notify the appropriate Assessor/Approver in section 7.
  2. Designated staff under section 7 are responsible for recording the relevant alert on the detainee’s electronic record system.
  3. The Assistant Director, Intelligence Unit, must be informed where a risk presented by a detainee may impact the security or good order of a correctional centre.
  4. Where a risk alert is no longer required, the alert will be archived on the detainee’s electronic record system.

# REVIEWS

* 1. Where the following risk alerts have been applied, the Security Committee will review the requirement for the alerts every four (4) weeks:
* E1: Escape
* V: Violence
  1. ‘S’ risk alerts will be reviewed by the High-Risk Assessment Team under the *Detainees at Risk of Suicide or Self-Harm Policy*.
  2. Justice Health Services will advise when ‘W’ and ‘P’ risk alerts are no longer required for a detainee.

# RISK ALERT CATEGORIES

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S: Suicide or Self-Harm** | | Any immediate, significant, potential, or previous incident or history of suicide or self-harm actions.  Must be assessed and managed in accordance with the *Detainees at Risk of Suicide or Self-Harm Policy*.  Level of observations determined by S rating, unless otherwise directed by Justice Health professional. | | | | |
| Responsible services: | | Justice Health Services to advise ACTCS. | | |
| **Alert level** | **Risk of suicide or**  **self-harm** | | **Observation regime** | | **Category Assessment/ Approval** | **Entry to electronic record system** |
| **S1** | Immediate risk | | Constant observations | | * Assessment by a Justice Health professional * Category determined by the HRAT | * HRAT Coordinator * Correctional Officer Grade 3 * Night Supervisor * Officer-in-Charge |
| **S2** | Significant risk | | 15 or 30 min observations | |
| **S3** | Potential risk | | 60 min observations or per Risk Management Plan (RMP) | |
| **S4** | History of risk | | No observations | |

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| **P: Psychiatric** | | Any psychiatric condition that requires immediate treatment or diagnosis, including known or suspected conditions that have not been confirmed.  These are to be assessed in accordance with Justice Health Services procedures, with appropriate category selected from this table. | | | | |
| Responsible services: | | Justice Health Services to advise ACTCS in accordance with the *Mental Health Justice Health Alcohol and Drug Services – Management of Psychiatric Ratings at the Alexander Maconochie Centre Standard Operating Procedure* | | |
| **Alert level** | **Level of intervention** | | **Observation regime** | | **Category Assessment/ Approval** | **Entry to electronic record system** |
| **P1** | Serious psychiatric condition requiring intensive and/or immediate care  Consider transfer to mental health facility | | Determined on a case by case basis | | * Assessment and approval by Justice Health Services * Approved for entry by Area Supervisor or above | * HRAT Coordinator * Correctional Officer Grade 3 * Night Supervisor * Officer-in-Charge |
| **P2** | Significant ongoing psychiatric condition requiring psychiatric/mental health treatment | | Determined on a case by case basis | |
| **P3** | Stable psychiatric condition requiring appointment or continuing treatment | | Determined on a case by case basis | |
| **PA** | Suspected psychiatric condition requiring assessment | | Determined on a case by case basis | |

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| **E: Escape** | | Imminent or history of escape from custody. | | | |
| Responsible service: | ACTCS | | |
| **Alert level** | **Risk** | | **Observation regime** | **Category Assessment/ Approval** | **Entry to electronic record system** |
| **E1** | Imminent risk of escape or attempted escape from custody. | | Min 1 hour observations | * Senior Director Operations or above | * Senior Director Operations or above * Security Unit |
| **E2** | History of escape from custody, or attempted escape. | | Nil |

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| **V: Violence** | | Detainee has a known history of violence against others. | | | |
| Responsible service: | ACTCS | | |
| **Alert level** | **Risk** | | **Observation regime** | **Category Assessment/ Approval** | **Entry to electronic record system** |
| **V** | 1. Imminent risk of violence to another person. 2. Significant history of violence in custody. | | Nil | * Senior Director Operations or above | * Senior Director Operations or above * Security Unit |

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| --- | --- | --- | --- | --- | --- |
| **W: Welfare** | | Detainee has a health condition that requires treatment or diagnosis, including known or suspected conditions that have not been confirmed.  To be assessed in accordance with Justice Health Services procedures, with an appropriate category selected from this table. | | | |
| Responsible service: | Justice Health Services to advise ACTCS | | |
| **Alert level** | **Risk** | | **Observation regime** | **Category Assessment/ Approval** | **Entry to electronic record system** |
| **W** | Physical health concerns requiring check-ins by correctional officers in addition to or instead of any Medical (M) rated observations being performed by Justice Health Services. | | Determined on a case-by-case basis by Justice Health Services | * Assessment and approval by Justice Health Services * Approved for entry by Area Supervisor or above | * HRAT Coordinator * Correctional Officer Grade 3 * Night Supervisor * Officer-in-Charge |

# RELATED DOCUMENTS

* Detainees at Risk of Suicide or Self-Harm Policy
* Detainee Observations Operating Procedure

Narelle Pamplin

Acting Commissioner

ACT Corrective Services

25 October 2024

## Document details

| Criteria | Details |
| --- | --- |
| Document title: | *Corrections Management (Risk Alerts) Policy 2024* |
| Document owner/approver: | Commissioner, ACT Corrective Services |
| Date effective: | The day after the notification date |
| Review date: | Five (5) years after the notification date |
| Compliance with law: | This policy reflects the requirements of the *Corrections Management* *(Policy Framework) Policy 2024* |
| Responsible officer: | Assistant Commissioner Custodial Operations |

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| Version Control | | | |
| Version no. | Date | Description | Author |
| V2 | Oct-24 | Change to Medical observations and minor amendment to align with Detainee Observations Procedure | H Cheney |
| V1 | May-19 | First Issued | L Kazak |