

Glossary

A brief guide to abbreviations and terms that may appear in HMI Prison reports:

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| ABS | anti-bullying strategy |
| ACCT | assessment, care in custody and teamwork (suicide and self-harm monitoring) |
| ACR | automatic conditional release – applies to prisoners serving over 12 months and less than four years |
| ADAPT | Alcohol and Drug Addiction Prevention and Treatment |
| ADFAM | families of drug and alcohol users support group |
| Allocation | the process of deciding which establishment to send prisoners |
| AM | Area manager |
| AOD | Action on Drugs |
| APAS | Alcohol Problem Advisory Service |
| App | application form which prisoners fill in with various requests |
| APSU | assessment progression support unit |
| APVS | assisted prison visits scheme |
| AQA | Assessment and Qualifications Alliance |
| ARD | Automatic release date – applies to prisoners serving less than 12 months |
| ART | anger replacement training |
| ASET | Accreditation Syndicate of Education and Training |
| ASSET | Youth Justice Board assessment documentation completed by youth offending teams |

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| Association | time when prisoners are allowed to mix with each other outside their cells |
| Astroturf | outdoor artificial grass sports area |
| AVID | Association of Visitors to Immigration Detainees |
| BAWLA | British Amateur Weight Lifting Association |
| BDA | British Dental Association |
| BIA | Border and Immigration Agency [formerly IND now UK Border Agency] |
| BICS | British Institute of Cleaning Sciences |
| BME | black and minority ethnic |
| BoV | Board of Visitors – lay people acting as watchdogs for a prison (now known as Independent Monitoring Board) |
| BSA | Basic Skills Agency |
| C&R | control and restraint – means used by officers and staff to physically restrain prisoners |
| CALM | (Controlling Anger and Learning to Manage it) – offending behaviour programme |
| Canteen | shop where prisoners can purchase goods |
| CARE | choices, actions, relationships and emotions programme |
| CARAT | counselling, assessment, referral, advice and throughcare scheme for prisoners with drugs and alcohol problems |
| Category A | prisoners on highest category of security risk whose escape would be highly dangerous |
| Category B | prisoners for whom the highest conditions of security are not necessary but for whom escape must be made very difficult |
| Category C | prisoners who cannot be trusted in open conditions who do not have the will or resources to make a determined escape attempt |
| Category D | prisoners who can be reasonably trusted to serve their sentence in open conditions |

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| CDT | clothing design and technology |
| Cell bell/call | Call button in cells to summon staff in an emergency |
| CES | Clothing exchange store |
| CIO | Chief immigration officer |
| CIT | construction industry training |
| CITB | Construction Industry Training Board |
| CJIP | criminal justice intervention programme |
| CLAIT | computer literacy and information technology |
| CAMHS | child and adolescent mental health service |
| CNA | certified normal accommodation – the normal capacity of a prison |
| Comparator | The comparator figure is calculated by aggregating all survey responses together and so is not an average across establishments. |
| COSHH | Control of Substances Hazardous to Health |
| CPA | care programme approach |
| CPN | community psychiatric nurse |
| CPR | cardiopulmonary resuscitation |
| CRB | Criminal Records Bureau |
| CRI | crime reduction initiative |
| CSCP | cognitive self-change programme |
| CSLA | Community Sport Leader Award |
| CSMA | clinical substance misuse assessment |
| CSRA | cell-sharing risk assessment |
| DANOS | drugs and alcohol national occupational standards |
| DAS | Detention Advice Service |
| DAT | drug action team |
| DAAT | drug and alcohol action team |
| DCMF | design, construct, manage and finance (prison run under contract) |
| DCO | detainee custody officers |
| DCR | discretionary conditional release |
| DDA | Disability Discrimination Action |
| DDG | Deputy Director General |

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| DEPMU | Detainee Escorting and Population Management Unit |
| DHSSPS | Department of Health, Social Security and Public Safety (Northern Ireland) |
| DIP | drug intervention programme |
| DLP | Discretionary Lifer Panel |
| DOW | Directorate of Works |
| DPA | donated prisoner attire |
| DSC | drug strategy coordinator |
| DSG | drug strategy group |
| DSO | drug strategy officer |
| DSU | drug strategy unit |
| DTO | detention and training order |
| DTTO | drug treatment and testing order |
| ECV | Earned community visit |
| E list | Escape list |
| EMIS | electronic medicine information system |
| ENG | Enrolled Nurse General |
| EOP | equal opportunities policy |
| ESOL | English for speakers of other languages |
| ETE | employment, training and education |
| ETS | (Enhanced thinking skills) – offending behaviour programme |
| FGDP | Faculty of General Dental Practitioners |
| Flap | Observation panel in cell door |
| FOR | Focus on resettlement programme |
| F2052 | Prisoner's core record |
| F2050A | Prisoner's personal file |
| FLED | facility licence eligibility date |
| Form 213 | form used to report injuries to prisoners |
| FNLO | Foreign nationals liaison officer |
| F75 | Review of life sentenced prisoner |
| FP17P | Prisoner dental activity forms |
| FTC | Foundation Training Company |
| Gate | the official controlled entry point to a prison |
| GDC | General Dental Council |

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| (G)NVQ | (General) National Vocational Qualification |
| GOOD | Good order or discipline – a prisoner can be segregated or punished if they do not behave according to this rule |
| HCO | health care officer |
| HDC | home detention curfew – early release 'tagging' scheme |
| HDCED | Home detention curfew eligibility date |
| Hibiscus | British charity working with foreign national prisoners and their families |
| HISP | health information system |
| HMP | 'At Her Majesty's pleasure' – mandatory life sentence for under 18-year-olds |
| HoLS | head of learning and skills |
| HIA | head of inmate activity |
| HMP | Her Majesty's Prison |
| ICA1 | initial classification and allocation form |
| ICT | information and communications technology |
| IDTS | integrated drug treatment system |
| IEP | incentives and earned privileges |
| IMB | Independent Monitoring Board (formerly Board of Visitors) |
| IMR | inmate medical record |
| IND | Immigration and Nationality Directorate, then BIA, now UKBA |
| Induction | given to all prisoners when they enter prison |
| IPP | indefinite public protection |
| IQR | implementation quality rating |
| IRC | immigration removal centre |
| IRS | incident reporting system |
| ISSP | intensive support and supervision programme |
| JASP | juvenile awareness staff programme |
| JC+ | Jobcentre Plus |
| JR | Judgement respited |
| JSMS | juvenile substance misuse service |
| Juvenile | prisoner under 18 |

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| KPI/T | key performance indicators/targets |
| LED | Licence expiry date |
| LIDS | local inmate database system |
| Listener | Prisoner selected and trained to support those at risk of self-harm |
| LSA | learning support assistant |
| LSI-R | Level of Service Inventory |
| LSCB | local safeguarding children board |
| MAD | moving away from drugs |
| MALRAP | multi-agency lifer risk assessment panel |
| MAPPA | multi-agency public protection arrangements |
| MAPPS | multi-agency public protection panels |
| MASRAM | multi-agency sex offender risk assessment management (N Ireland) |
| MCS | Management consultancy service – in-house advisory service on staff profiling and deployment |
| MDT | mandatory drug testing |
| MHIRT | mental health in-reach team |
| MO | Medical officer |
| MODCU | management of detained cases unit |
| MORE | (Motivating offenders to rethink everything) |
| MQPL | measuring the quality of prison life survey |
| MTC | medicines and therapeutic committee |
| MTU | Mobile temporary unit |
| Nacro | 'the crime reduction charity' |
| NDPDU | national drug programme development unit |
| NIACRO | Northern Ireland Association for the Care and Resettlement of Offenders |
| NICE | National Institute for Health and Clinical Excellence |
| NMC | Nursing and Midwifery Council |
| Nominals | individuals targeted for legitimate security reasons |
| NOMS | National Offender Management Service |
| NOO | night orderly officer |

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| NOU | National operations unit |
| NPD | Non-parole release date |
| NPS | National Probation Service |
| NRA | National Record of Achievement |
| NTA | National Treatment Agency |
| NVQ | National Vocational Qualification |
| NYAS | National Youth Advocacy Service |
| OASys | offender assessment system |
| OCA | observation, classification and allocation |
| OBP | Offending behaviour programmes |
| Observation book | Diary kept on residential units to record significant events |
| OCN | Open College Network |
| OCP | Office for Contracted Out Prisons |
| Ofsted | The Office for Standards in Education, Children’s Services and Skills |
| OISC | Office of the Immigration Services Commissioner |
| OLASS | Offender learning and skills service (formerly OLSU) offenders’ learning and skills unit |
| OCN | Open College Network |
| OMU | offender management unit |
| OpCap | Operational capacity of a prison |
| OSG | operational support grade |
| OU | Open University |
| PACT | Prison Advice and Care Trust |
| PADR | Performance appraisal and development review |
| PAMS | prisoners activity management system |
| PAR | prisoner at risk |
| P-ASRO | prisoner–addressing substance related offending |
| PCO | prison custody officer |
| PCR | post-court report |
| PCT | primary care trust |
| PDPR | prisoner development and pre-release |
| PECS | Prison Escort and Custody Services |

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| PED | parole eligibility date |
| Pegging | system of ensuring that staff patrolling, usually at night, visit all areas |
| PEI | physical education instructor |
| PER | prisoners' escort record |
| PGD | patient group directions |
| Phoenix | police records computer |
| PICTA | Prisons Information Communication Technology Academy |
| PIN | personal identification number |
| PGA | Prison Governors' Association |
| PMR | pharmacy medical record |
| PO | principal officer |
| POA | Prison Officers' Association |
| PPO | Prisons and Probation Ombudsman |
| PPO | prolific or priority offender |
| PREPS | progressive regimes and earned privileges scheme |
| Pro-social modelling | provision of consistent positive reinforcement for the expression of pro-social attitudes, values and behaviour and the consistent challenging of anti-social attitudes and behaviour |
| PSI | Prison Service Instruction |
| PSO | Prison Service Order |
| PSO 4400 | refers to offences against children, or convictions under the harassment act |
| PS Plus | Prison Service Plus, an employment project funded by the European Social Fund and the Prison Service |
| PSRs | pre-sentence reports |
| PVO | privileged visiting order |
| Quantum | Prison Service intranet |
| QOF | quality outcomes framework [health services] |
| RAP | resettlement and aftercare provision |
| RAPt | Rehabilitation of Addicted Prisoners trust |

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| READG | Race, Equality and Diversity Group |
| REAT | Race equality action team |
| REO | Race equality officer |
| RFA | removal from association under Detention Centre Rule 40 |
| RIC | racist incident complaint |
| RGN | registered general nurse |
| RMN | registered mental nurse |
| RNLD | registered nurse for learning disabilities |
| Roll check | Head count of all prisoners |
| ROTL | release on temporary licence |
| RPC | resettlement policy committee |
| RR(A)A | Race Relations (Amendment) Act |
| RRLO | race relations liaison officer - now usually REO |
| RRMT | race relations management team - now usually REAT |
| RRP | (Reasoning and rehabilitation programme) |
| RTU | ready to use [accommodation unit] |
| Rule 35 | of Detention Centre Rules - requires notification to UKBA if a detainee's health is likely to be injuriously affected by detention, including if they may have been the victim of torture |
| Rule 40 | of Detention Centre Rules – removal from association in the interests of security or safety |
| Rule 42 | of Detention Centre Rules – temporary confinement |
| Rule 45 | see GOOD |
| RX | Remand prisoner |
| SAFE | safety, awareness, futures and empowerment programme |
| SARAC | sexual abuse and rape counselling course |
| SASH | suicide and self-harm |
| SAU | Standards audit unit |

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| Schedule One | Prisoners convicted of an offence listed in schedule one of the Children and Young Person Act 1933 against a child or young person under the age of 18 years |
| SCO | senior custody officer |
| SDP | short duration drug programme |
| Section 10/3 | Convicted but unsentenced prisoner |
| Section 91 | young people held long-term under Section 91 of the Powers of Criminal Courts (Sentencing) Act 2000 |
| Section 92 | Young people held under section 92 of the Powers of Criminal Courts (Sentencing) Act 2000, which gives authority to detain, for offences listed in the act under sections 90 (life sentences for murder convictions) and 91. |
| SED | Sentence expiry date |
| Seg | segregation unit for prisoner who are disruptive or who require protection |
| SHCO | senior hospital officer |
| SIRs | security information reports |
| SLA | Service Level Agreement |
| SMART | specific, measurable, achievable, realistic and time bound |
| SMO | Senior medical officer |
| SMT | senior management team |
| snoozelum | relaxation area |
| SO | Senior officer |
| SOTP | sex offender treatment programme |
| SOVA | charity working in youth justice and offender rehabilitation |
| SPAR | Staff planning and recording system |
| SPDR | staff performance and development review |
| STC | secure training centre |
| TC | temporary confinement under Detention Centre Rule 42 |
| TC | therapeutic community |

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| UKBA | UK Border Agency (formerly BIA and IND) |
| VDT | voluntary drug testing |
| VO | visiting order – sent by prisoners to people they wish to visit them |
| VTU | voluntary testing unit |
| VPU | vulnerable prisoner unit |
| YJB | Youth Justice Board |
| YOI | young offender institution |
| YOT | youth offending team |
| YPSMS | young people's substance misuse service |

Commonly used abbreviations – health services

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| CPD | continuing professional development |
| DPB | Dental Practice Board |
| GDC | General Dental Council |
| GMC | General Medical Council |
| GUM | genitourinary medicine |
| HCA | health care assistant |
| HCO | health care officer |
| IMR | inmate medical record |
| MO | medical officer |
| NHS | National Health Service |
| NMC | Nursing and Midwifery Council |
| MHIRT | mental health in-reach team |
| PCT | primary care trust |
| PILS | patient information leaflets |
| RGN | registered general nurse |
| RMN | registered mental nurse |
| RMNH | registered nurse – mental handicap |
| RPSGB | Royal Pharmaceutical Society of Great Britain |
| SMO | senior medical officer |
| Venalink | unit dose compliance aid |
| Wte | whole time equivalents |