BTPA ICV Report July to September 2011 APPENDIX 2

London ICV Scheme Refresher Training Modules

Module	**Brief**
Visit Report No 1	A mock visit report with 5 serious and 5 minor errors which members should highlight. Allows brief discussion of issues around using the form and what fields are essential. Coordinator can point out the common errors found tailored to each panel
Visit Report No 2	This visit report has slightly more sophisticated content. ICVs learn how to focus on visit outcomes.
Myth Busting	A list of things ICVs 'know' about custody visiting. Members identify what are facts and what are myths on a list distributed by coordinator. Allows for brief discussions on best practice
Rights and Entitlements	Members identify from a list distributed by coordinator what is a right and what is an entitlement. They're also asked to state briefly what the difference is. Gives the opportunity to state clearly the hierarchy of concerns and what should take priority during a visit.
Access	Access to the custody suite, access to detainees, access to custody records and information. What are the likely problems and how they can be overcome by knowing the rules.
The Clock	Relevant detention time – what does it mean? When are reviews carried out and by whom? How much does the detainee know about it?
Walk Through a Custody Visit	A step-by-step walk through the process with tips and reminders to make the visit efficient but worthwhile. Gives members the opportunity to say how they might do things differently. Requires the coordinator to keep things moving along and not dwell on each stage too long – other modules can address specific concerns.
Categories of Detainees	Who is covered by PACE? How long can immigration detainees be held? What do WOW and NIPD mean? How do rights and entitlements vary?
Detainee Medical Info and DDA	Helps identify what ICVs are entitled to know about detainees and how this should (or should not) inform their visit. Important in reinforcing impartiality and equality of treatment.

Self-Introduction	What difference will self-introduction make to a visit? What things should ICVs be aware of when using this approach? Potential problems.
Juvenile Detainees	Do Juveniles have different rights? What do visitors need to be conscious of when encountering juvenile detainees? At what age is a detainee categorised as an adult?
Escalating Concerns	Where do you go if your concerns aren't acted upon? What's the difference between an important and an urgent concern? What happens when concerns are passed 'upwards'?
NSPIS	A look at the MPS electronic custody records system. What can ICVs see? What entries or omissions should they be looking out for?