

Digital Person Escort Record (dPER)

Prison staff

Healthcare staff

Log into Book a Secure Move (BaSM)* platform

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Book PECS supplier move request
(Person Transfer Request or Inter Prison Transfer)

Complete 3 sections of the dPER

Complete **Offence** information

Complete **Risk** information

Complete **Property** information

Complete 1 section of the dPER

Complete Health information (*Medical and Social Care information*)

All 4 sections of the dPER complete
(each section can be completed in any order and simultaneously)

Confirm the dPER is complete (person deemed fit to travel)
(once approved, the dPER can no longer be edited)

Person deemed not fit to travel
Move cannot take place

Handover to the PECS supplier
Any information that needs to be recorded during the escort will be completed by PECS suppliers on the Hand Held Device which will be viewable on BaSM

*** Access to BaSM**

Log in using your **NOMIS account and password**

- BaSM is webbased, so access to a Quantum machines not required.
- An active NOMIS account is required only.
- Contact your Local System Administrator (LSA) for NOMIS account issues.