

03/11 '04 WED 14:59
03/11 '04 14:48 FAX

LITIGATION MANAGEMENT
CHIEF EXEC OFFICE ROYAL

001 002

From the Permanent Secretary
Clive Gowdy CB



Department of
**Health, Social Services
and Public Safety**

An Roinn

**Sláinte, Seirbhísí Sóisialta
agus Sábháilteachta Poiblí**

www.dhsspsni.gov.uk

Mrs Anne Balmer
Chair
Royal Group of Hospitals and Dental Hospitals HSS Trust
274 Grosvenor Road
BELFAST
BT12 6BP

Castle Buildings
Stormont Estate
BELFAST BT4 3SQ

Tel: [REDACTED]
Fax: [REDACTED]
Email: [REDACTED]

28 October 2004

Dear Anne,

UTV INSIGHT PROGRAMME

The UTV Insight programme of last Thursday evening made a number of allegations associated with the tragic death of Lucy Crawford. The Department is currently considering how it should respond to these allegations. Without prejudice to the outcome of these deliberations there is a need to ensure that all relevant records and documents are secured so that, if necessary, they can be made available for independent examination.

To that end, I am writing to advise you that the Department now requires you as Chair of the Royal Group of Hospitals and Dental Hospitals HSS Trust to take whatever steps are necessary to secure and keep safe all documentation which is within the custody or control of the Trust, or its employees servants or agents, including draft documentation and information in electronic format pertaining to the death of

- Lucy Crawford
- Raychel Ferguson
- Adam Strain

This should include:

- All medical, nursing and other clinical notes and records associated with each case
- All reports (including draft reports) commissioned or produced by the Trust or its employees on any aspect of these cases
- All notes of meetings or discussions concerning each case
- All legal advice received by the Trust in connection with these cases

The material above should be sorted, referenced to an appropriate index and retained.

Working for a Healthier People



03/11 04 WED 14:59 FAX
03/11 04 14:48 FAX

LITIGATION MANAGEMENT
CHIEF EXEC OFFICE ROYAL

002 003

I would further require that you confirm to me in writing that your organisation has taken the necessary action and secured all relevant information by Friday 5 November.

I am copying this letter to your Chief Executive and to the Chairs and Chief Executives of the Altriagelvin Hospitals Health & Social Services Trust, Sperrin Lakeland Health & Social Care Trust and the Western Health & Social Services Board.

Your sincerely,

Dein Gowdy

D C GOWDY
Permanent Secretary

Working for a Healthier People