

Documents from the HSC Board relating to L Crawford

Conversations between Dr Bill McConnell and Margaret Kelly regarding Lucy Crawford (3 pages)

Letter from Karen Meehan to Mr D.C Gowdy regarding UTV Insight Programme dated 05.11.04 (1 page)

Letter from Dominic Burke to Mrs Elaine Way dated 27.06.07 (1 page)

Update Meeting with Karen dated 01.06.04 (1 page)

Meeting with Margaret Kelly dated 03.06.04 (1 page)

Update Meeting with Ms Karen Meehan/ Mr Steven Lindsay dated 19.10.04 (1 page)

Update Meeting with Ms Karen Meehan/ Mr Steven Lindsay dated 29.10.04 (2 pages)

Update Meeting – Dr McConnell dated 02.11.04 (2 pages)

Meeting with Mr Steven Lindsay dated 16.11.04 (3 pages)

Letter from Karen Meehan to Mr D.C Gowdy dated 05.11.04 (1 page)

Fax from Karen Meehan to Clive Gowdy (2 pages)

Fax from Michael Gormley to Sharon Fulton (4 pages)

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1. Steven Lindsay

Email correspondence

- Confirmation email to Hugh Mills dated 10.03.04 (2 pages)
- Update on Meeting with Hugh Mills dated 30.03.04 (1 page)
- Information to SMT Members dated 01.04.04 (1 page)
- Actions arising from Update Meeting with Margaret Kelly dated 24.05.04 (2 pages)
- Update Meeting with Karen Meehan dated 01.06.04 (1 page)
- Media Statement dated 01.06.04 (4 pages)
- Agenda for Meeting with Margaret Kelly dated 03.06.04 (1 page)
- Memo to Peter McLaughlin dated 03.06.04 (7 pages)
- Media Issues dated 20.09.04 (1 page)
- Confirmation email to Margaret Kelly dated 11.10.04 (2 pages)
- Agenda for Meeting with Mr Mills dated 20.10.04 (2 pages)
- Agenda for Meeting with Dr McConnell dated 02.11.04 (2 pages)

File correspondence

- Letter from Dr H. Campbell to Mr H. Mills dated 01.04.04 (1 page)

2. Margaret Kelly

Email correspondence

- Setting up Meeting between Eugene Fee and M. Kelly dated 08.03.04 (1 page)
- Prevention and Management of Hyponatraemia dated 17.05.04 (3 pages)
- Agenda items for Update Meeting with S. Lindsay dated 21.05.04 (1 page)
- Copy of draft statement and Communications Strategy dated 28.05.04 (6 pages)
- Update to Steven Lindsay dated 02.07.04 (1 page)
- Confidential Briefing Note for Steven Lindsay (3 pages)

File correspondence

- Copy of letter from Murray Quinn to Mr Eugene Fee dated 05.04.04(4 pages)
- Short report (5 pages)

3. Dr Bill McConnell

Email correspondence

- Telephone Message dated 01.04.04 (1 page)

4. Michael Gormley

Email correspondence

- Statement regarding death of Lucy Crawford dated 25.03.04 (4 pages)

Excerpts from Board Committee Minutes:-

1) Administrative Services Committee

- 25.02.04
- 28.04.04
- 28.06.04

2) Board Committee

- 25.03.04
- 27.05.04
- 29.07.04

3) Governance and Risk Management Committee

- 25.03.04

4) Health Care Committee

- 21.08.02

5) Western Area Strategic Nursing Group

- 21.04.04

Letter from D.C Gowdy to Mr Harry Mullan dated 28.10.04 (2 pages)
Monitoring Framework – Key Quality and Outcome Issues dated 2007/08 (2 pages)
Child Death Enquiry (1 page)
Email from Barbara Barber dated 02.07.04 (1 page)
Email from Carol Mooney to Martin Bradley dated 08.05.00 (1 page)
Email from Carol Mooney to Patricia Harkin dated 04.04.03 (1 page)
Email from Barbara Barber to Bill McConnell dated 06.05.03 (1 page)
Email from Dr Anne Kilgallen dated 28.07.04 (1 page)
Email from Barbara Barber to Bill McConnell dated 29.07.04 (6 pages)
Email to Bill McConnell dated 03.08.04 (1 page)
Email to Bill McConnell dated 12.08.04 (14 pages)
Email to Bill McConnell dated 19.08.04 (9 pages)
Email from Dr Anne Kilgallen dated 01.09.04 (1 page)
Email from Barbara Barber to Peter McLaughlin dated 03.09.04 (1 page)
Email from Jenny McGonigle dated 03.09.04 (3 pages)
Email from Jenny Irvine to Steven Lindsay dated 21.09.04 (3 pages)
Email from Barbara Barber to Steven Lindsay dated 07.10.04 (1 page)
Email from Sarah O'Connor to Ryan Williams dated 11.10.04 (5 pages)
Email from Eavan MacSherry dated 19.10.04 (4 pages)
Email from Barbara Barber dated 26.10.04 (1 page)
Email from Steven Lindsay dated 28.10.04 (9 pages)
Email from Steven Lindsay dated 02.11.04 (1 page)
Newspaper Article dated 27.10.04 (6 pages)
Email to Michael Gormley dated 17.12.04 (1 page)
Minutes of Meeting dated 02.07.01 (6 pages) [The handwritten notes belong to Bill McConnell]
Letter from Steven Lindsay to Mr Hugh Mills dated 10.11.04 (3 pages)
Letter to Chief Executive dated 19.10.04 (2 pages)
Email from Bill McConnell to Margaret Kelly dated 21.10.04 (2 pages)
Email from B Barber to Eugene Fee dated 17.05.04 (3 pages)

Agenda for SMT dated 31.08.04 (4 pages) [The handwritten notes on the Senior Management Team Meeting Agenda 31/08/04 belongs to Steven Lindsay. The handwritten notes on the Senior Management Team Meeting Notes belong to Steven Lindsay on the "Core Points from the Discussion" and from Helena Doherty on "Action."]

Memo dated 27.08.04 (4 pages)

Email from Bill McConnell dated 27.08.04 (1 page)

Minutes of Meeting (5 pages)

News Release dated 18.11.04 (3 pages)

Minutes of Meeting (2 pages)

Email to Teresa Pattas dated 26.02.04 (2 pages)

Notes (2 pages)

Minutes of Meeting (1 page)

Media Monitoring Unit dated 18.03.04 (4 pages)

Root Cause Analysis Exercise (2 pages) [Handwritten note relating to RCA- belongs to Margaret Kelly].

Draft Press Statement by S-L Trust dated 28/5/04 [handwritten annotation on same belongs to Bill McConnell].

Memorandum from the Office of the Chief Executive dated 6th August 2004. [All of the handwritten annotations/notes belong to Margaret Kelly].

Minutes of Meetings dated 25.03.04 (19 pages) (all Minutes appropriately redacted to exclude irrelevant material)

Minutes of Meetings dated 27.05.04 (16 pages)

Minutes of Meetings dated 29.07.04 (20 pages)

Minutes of Meetings dated 30.09.04 (18 pages)

Minutes of Meetings dated 25.11.04 (22 pages)

Minutes of Meetings dated 14.05.04 (6 pages)

Minutes of Meetings dated 14.05.04 (2 pages)

Minutes of Meetings dated 13.06.03 (1 page)

Minutes of Meetings dated 13.06.03 (6 pages)

Minutes of Meetings dated 06.02.03 (15 pages)

Minutes of Meetings dated 06.03.03 (15 pages)

Minutes of Meetings dated 25.02.04 (16 pages)

Minutes of Meetings dated 28.04.04 (17 pages)

Minutes of Meetings dated 28.06.04 (15 pages)

Index – **Contents of Root Cause Analysis (RCA) File:-**

1. Correspondence between Board Officers (4 pages)
2. Correspondence from Sperrin Lakeland Trust (26 pages)
3. Action Plan (3 pages)
4. Agenda (10 pages)
5. Handwritten Notes – [Margaret Kelly] (1 page)
6. Media Releases (18 pages)
7. Membership Details (2 pages)
8. Miscellaneous (4 pages)
9. Terms of Reference (19 pages)
10. Minutes (23 pages)