

HEALTH AND SOCIAL SERVICES BOARD 15 Gransha Park, Clooney Road, Londonderry, BT47 6FN

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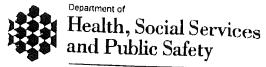




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### From the Permanent Secretary Clive Gowdy CB



An Roinn

Sláinte, Seirbhísí Sóisialta agus Sábháilteachta Poiblí

www.dhsspsni.gov.iik

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 3SO

Tel:

Email: clive.gowdy 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

- 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.





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 Altnagelvin Hospitals Health & Social Services Trust, Sperrin Lakeland Health & Social Care Trust and the Western Health & Social Services Board.

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Bui youry.

D C GOWDY Permanent Secretary

