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From: [REDACTED]
Sent: [REDACTED]
To: 03 September 2004 10:14
McLaughlin Peter; McConnell Bill; Lindsay Steven; Gormley Michael; Gallagher Eugene; Burke Dominic; Bonner Brendan; Doherty Helena
Cc: Love Anne; Jenny McGonigle; Curry Evelyn; Community Development Secretary; [REDACTED] Hatrick Jayne; Harkin Patricia
Subject: Root Cause Analysis

Dear All

Following our meeting on 31st August, I want to advise you that I have met with Jenny Irvine to discuss the process and share the concerns and suggestions from the Board.

Jenny has now spoken to Diana Cody and we are agreed on the following:

1. The training programme on Root Cause Analysis will go ahead as planned but not include the L.C. case.
2. A care group will be identified to carry out the case review of L.C. which will involve utilisation of Root Cause Analysis.

The decision to continue with the training for the wider group of staff is to build skills and knowledge and to help the understanding by staff when the actual care review is undertaken. A meeting of the Steering Group is to be convened as soon as possible to review methodology for the actual review, I will keep you informed on this.

In light of the progress made a letter will not now go to the Trust.

Regards

Margaret