

# The Inquiry into Hyponatraemia-related Deaths

Chairman: Mr John O'Hara QC

Mrs Rosemary Todd  
Departmental Solicitors Office  
Centre House  
Chichester Street  
Belfast

Your Ref: NSCB04/1  
NSCW50/1  
NSCS071/1

Our Ref: BMcL-0126-13

Date: 6 August 2013

Dear Mrs Todd,

## **HYPONATRAEMIA INQUIRY -DEPARTMENTAL AND ADDITIONAL GOVERNANCE SEGMENT**

I am directing this request to you as Catherine Rodgers is on leave.

Please obtain from your client DHSSPS, and provide to the Inquiry the following information / documents relevant to this segment of the Inquiry.

1. The structure of the Department as at 1995, 1996, 2000, 2001, 2002, and 2003 respectively ("the relevant times"), identifying directors, directorates and divisions of the Department and the main responsibilities of the directorates and divisions. This should in particular show the structure, responsibilities, divisions etc at each of the relevant times of the Management Executive of the Department and any successor organisation to the Management Executive, the office/department of the Chief Medical Officer, and the office/department of the Chief Nursing Officer.
2. The structure of the NHS in Northern Ireland at each of the relevant times (in the format of 303-039-505 attached) to include all Boards, Trusts, and Groups (whatsoever called at the time)
3.
  - (a) The hierarchical relationship between the Department, the Boards, and the Trusts at each of the relevant times.
  - (b) How was information disseminated from the Department to Boards and Trusts and from Boards and Trusts to the Department at each of the relevant times particularly in respect of;
    - (i) adverse incidents,
    - (ii) policies and guidelines on clinical issues such as consent to treatment.
  - (c) What differences or changes to (a) or (b) were there during periods when health was subject to direct rule and periods when health was devolved.
  - (d) The Inquiry notes that CMO updates No 17 onwards are available on the Department's website. Please provide copies of CMO updates 1-17.

**Secretary:** Bernie Conlon

Arthur House, 41 Arthur Street, Belfast, BT1 4GB

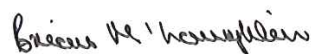
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4. When did the Management Executive cease to exist?
  - (a) Why did it cease to exist?
  - (b) What was it replaced by?
  - (c) Please provide details of the structure of the replacement organisation at the relevant times identifying by name senior postholders, the posts, divisions and units within the organisation and the responsibilities of those posts, divisions and units.
5. The structure of the Department now, identifying directors, directorates and divisions, and the main responsibilities of the directorates and divisions.
6. Copies of all Management Plans/ for the years from 1995 to 2004 (the Inquiry has already been provided with the plans for 1995/96-1997/98 and 1999/00-2001/02 and circular PRSC (PR) 2/99 containing further guidance for year 2000/01). The Inquiry understands that plans were produced each year.
7. The Inquiry has seen (in circular PRSC (PR) 2/99 at page 12) reference to a document entitled "*Promoting Quality: a framework for the HPSS*" which the Department had indicated it intended to publish in autumn 1999. Please provide a copy of this document, or any drafts thereof. Was this document published in autumn 1999 as intended or at all? If it was not published, why was it not? If it was not published please provide all documents relevant to the decision not to publish.
8. Any documents relating to or touching on the death of Claire Roberts apart from those identified and sent at bundle 5 of Catherine Rodgers' letter of 4 February 2013.

Please provide a response to this letter by 21 August. If you are unable to provide all of the information requested please provide as much as you can by that date, and state when the remainder will be available.

As requested by Mrs Rodgers, copies of this letter go to Conrad Kirkwood and Tricia Finlay in the Department and to Mrs Rodgers.

Yours sincerely,



Brian McLoughlin  
Assistant Solicitor to Inquiry

Structure of NHS in Northern Ireland (pre-2007)

