

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

LITIGATION MANAGEMENT  
CHIEF EXC 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.dhssni.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

*Dr 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 *Handwritten: Handwritten*
- 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



DRUGS IN IRELAND

004

LITIGATION MANAGEMENT

04/11/04 THU 13:32 FAX

03/11 04 13:48 FAX

LITIGATION MANAGEMENT  
CHIEF EXC 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.

Yours sincerely,

DC Gowdy

DC GOWDY  
Permanent Secretary

Working for a Healthier People

002

LITIGATION MANAGEMENT

04/11 04 13:33 FAX