

# The Inquiry into Hyponatraemia-related Deaths

Chairman: Mr John O'Hara QC

Ms Wendy Beggs  
Director of Legal Services  
2 Franklin Street  
BELFAST  
BT2 8DQ

Your Ref: NSCB04/1  
NCSW50/1

Our Ref: AD-0529-13

Date: 18<sup>th</sup> February 2013

Dear Ms Beggs

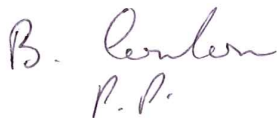
**Re Raychel Ferguson Governance**

I would be grateful if your client would provide the following information to the Inquiry as set out in the attached table.

I would also be very grateful if any and all other relevant clinical governance materials which may have been applicable to the Altnagelvin Hospital or Altnagelvin Hospital Health & Social Services Trust (AHHSST) in or around 2001 might be forwarded.

I would be grateful for your response by Friday 8<sup>th</sup> March 2013.

Yours sincerely,



Anne Dillon  
Solicitor to the Inquiry

**Secretary:** Bernie Conlon

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

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<b>1. All protocols, guidelines, guidance or practice documents in place at Altnagelvin in or around 2001-2002 (to include information regarding who would have held responsibility for the implementation and monitoring of such protocols etc) in relation to</b>	
1a. Corporate structures;	
1b. The use of Solution 18;	
1c. Paediatric patients;	
1d. Complaints procedures;	
1e. Claims management;	
1f. Administration of drugs and intravenous medicines;	
1g. Communication between clinicians;	
1h. Nursing care plans;	
1i. Handovers;	
1j. Surgical procedures;	
1k. Blood/electrolyte testing;	
1l. Vomiting in paediatric patients;	
1m. Fluid balance and observations;	
1n. Weighing of paediatric patients;	
1o. Division of responsibility within the hospital, including responsibilities of senior clinicians;	
1p. Records/ record keeping;	
1q. Adverse clinical incident/critical incident reporting, audit, review and investigation;	
1r. Clinical risk management;	
1s. Audit; consent;	
1t. Assessment/appraisal of clinical performance;	
1u. Transfer of patients between hospitals;	
1v. Mortality/morbidity meetings and reviews;	
1w. Communication with parents of deceased patients;	
1x. Bereavement;	
1y. Whistleblowing;	
1z. Competencies of new nurses and doctors from outside UK.	

<b>2. All AHHSST documentation and/or files pertaining to the case of Raychel Ferguson including:</b>	
2a. Job descriptions of all those involved in the care and treatment of Raychel Ferguson, including all Clinical Directors and individuals sitting on the Hospital Executive	
2b. Annual Reports for the years 1999-2003	
2c. The Altnagelvin Doctors Handbook for the years 1999-2003. Presently the Inquiry has only the copies issued in August 2001 & August 2002.	
2d. All Public Relations/Media Interest/Corporate Affairs files pertaining to the case of Raychel Ferguson or other hyponatraemia cases	
2e. Files in relation to the UTV Insight broadcast	
2f. Trust legal representatives files in relation to Raychel's treatment and death, her Inquest and the civil action taken by her mother.	
2g. Trust management and staff files in relation to the above, to include the Risk Management Co-Ordinator's files.	
2h. Neuropathology files	
2i. Trust Investigation/Review files	
2j. All relevant minutes of Board Meetings and committees meetings (to include the Medical Records and Audit Committees) which took place during the period 1999-2003	
2k. Minutes of Critical Incident Meetings between 1999 and 2003	
2l. Paediatric care strategy documents	
2m. Clinical and Social Care Governance Reports for the years 1999-2003	
2n. Reporting to the National Confidential Enquiry into Patient Outcome and Death	
<b>3. Additionally please confirm:</b>	
3a. Whether Altnagelvin Hospital or the AHHSST had obtained accreditation in 2001 and if so from whom. If not, please confirm the stage, if any, the hospital or Trust was in the accreditation process. Who was responsible for the inspection and supervision of this process?	
3b. What medical textbooks were available on Ward 6, or any other textbooks of Paediatrics at the time?	
3c. The role of the Post-Graduate Deanery (to include any and all documentation in relation to the same)	