

**Attendance**

CHI does have powers to require people to attend interviews, but the team would prefer to meet people on a voluntary basis to consult with them about what lessons can be learnt for the future.

Interviewees may be accompanied by a friend, colleague, trade union or professional representative eg MDU. Those people may not speak on the interviewee's behalf. Previously, MDU representatives have found it helpful to talk to CHI's lawyers in advance of the interview, CHI happy to facilitate this.

Interviews are not recorded, a note will be made.

**Confidentiality**

Aim to report in a non-attributable way unless CHI unable to report sensibly without revealing someone's job title. If reference is made to a discussion with a member of staff, they will be given the opportunity to comment on the factual accuracy of that section of the report only.

Though interviews are conducted in private, if it becomes obvious to the team during the investigation that another body, such as the UKCC, GMC, police should be made aware, this will be undertaken.

**Disclosure**

All information used by the team in formulating the report may be open to scrutiny. This could involve interview notes.