

APPENDIX E

Medical case note review

Terms of Reference for the Medical Notes Review Group to Support the CHI Investigation at Gosport War Memorial Hospital

PURPOSE

The Group has been established to review the clinical notes of a random selection of recently deceased older patients at the Gosport War Memorial Hospital in order to inform the CHI investigation. With reference to CHIs investigation terms of reference and the expert witness reports prepared for the police by Dr Munday and Professor Ford, this review will address the following:

- (i) The prescription, administration, review and recording of drugs.
- (ii) The use and application of the Trust's policies on the Assessment & Management of Pain, Prescription Writing and Administration of IV Drugs.
- (iii) The quality of nursing care towards the end of life.
- (iv) The recorded cause of death.

METHOD

The Group will review 15 anonymised clinical notes supplied by the Trust, followed by a one day meeting at CHI in order to produce a written report to inform the CHI investigation. The Group will reach its conclusions by March 31st 2002 at the latest.

Membership

Dr Tony Luxton, Geriatrician – Lifespan NHS Trust (CHI doctor team member & chair of Group)

Maureen Morgan, Independent Management Consultant (CHI nurse member)

Professor Gary Ford, Professor of Pharmacology of Old Age, University of Newcastle and Freeman Hospital

Dr Keith Munday, Consultant Geriatrician, Frimley Park Hospital

Annette Goulden, Deputy Director Of Nursing, Trent Regional Office and formerly Department of Health Nursing Officer for elderly care

Dr Luxton and Maureen Morgan have been seconded to CHI for their work with CHI on this investigation, similar arrangements will apply to Professor Ford, Dr Munday Annette Goulden with regard to expenses, confidentiality etc. The Group will be supported by Julie Miller CHI Investigation Manager, who will produce a report based on the Group's work.

FINDINGS OF GROUP

The findings of the Group will be shared with:

- (i) the CHI Gosport investigation team
- (ii) CHI's Nurse Director and Medical Director and other CHI staff as appropriate
- (iii) The Trust
- (iv) Relatives of the deceased (facilitated by the Trust) if requested, on an individual basis

The Group's findings will not be published in full in the investigation report, though a summary will be included. The final report of the Group will be subject to the usual rules of disclosure applying to CHI investigation reports.

