

PRIVATE & CONFIDENTIAL

29 November 2001

Ms Gillian McKenzie

Code A

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Dear Ms McKenzie

Meeting with Commission for Health Improvement Investigation Team members

**INVESTIGATING CONTINUING AND REHABILITATION CARE FOR OLDER PEOPLE
AT THE GOSPORT WAR MEMORIAL HOSPITAL**

Further to our recent contact, I am writing to confirm that you will be meeting with Julie Miller and Anne Grosskurth, two members of the CHI investigation team.

DATE: 10 December 2001
TIME: 3.00pm to 4.00pm
LOCATION: The Commission for Health Improvement, Finsbury Tower

I have enclosed details and a map of how to get to The Commission for Health Improvement. If you have any questions, then please do not hesitate to ring Kellie Rehill 020 7448 9420.

Although meetings are conducted as informally as possible, I am aware that they may cause some anxiety or be distressing. If you wish, you are welcome to bring a friend or a relative with you to the meeting to support you.

Once you arrive at reception at The Commission for Health Improvement, please ask for Kellie Rehill and someone will come to you.

I have enclosed a travel expense claim form for you and the Terms of Reference, look forward to meeting you.

Yours sincerely

Julie Miller
Investigations Manager