



## **COMMISSION FOR HEALTH IMPROVEMENT**

### **Gosport War Memorial Hospital Investigation Start Up Meeting**

**Trust Headquarters, St James Hospital - Tuesday, 6 November 2001 at 11.00am - 12.30pm**

#### **In attendance from CHI:**

Liz Fradd (Nurse Director)  
Julie Miller (Lead Investigation Manager)  
Anne Grosskurth (Investigation Manager)  
Kellie-Anne Rehill (Investigation Coordinator)  
Alison Iliff (Communication Manager)

#### **In attendance from Portsmouth Health Care NHS Trust:**

Max Millett (Chief Executive)  
Dr Ian Reid (Medical Director)  
Anne Monk (Chair)  
Fiona Cameron (Divisional Manager)  
David Barker (Communications Lead)

#### **1. Introductions**

**2. Introduction to CHI:** Values, objectives and work programme (Liz Fradd)

**3. Introduction to the Trust:** Brief background (Max Millett)

#### **4. Scope of Investigation (Julie Miller)**

- The Investigation Team
- Terms of Reference
- Timetable
- Interviews

#### **5. Meetings/consultation outside the Trust**

- Stakeholder meetings
- Portsmouth Hospitals NHS Trust
- Primary care providers
- South East Region NHSE
- Haslar Hospital
- Health Authority

**6. Interview arrangements**

- Scheduling and set-up of interviews
- Attendance at interviews
- Confidentiality
- Disclosure of information

**7. Documentation**

**8. Role of Communications** (Alison Illiff)

**9. Cost of Investigation**

**10. Any items not covered above**