

Cawline



COMMISSION FOR HEALTH IMPROVEMENT  
COMISIWN GWELLA IECYD

## COMMISSION FOR HEALTH IMPROVEMENT

GOSPORT WAR MEMORIAL HOSPITAL INVESTIGATION START-UP  
MEETING, Trust Headquarters, St James Hospital (Tuesday 6  
November 2001 at 9.00am)

### In attendance from CHI:

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

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

Max Millett (Chief Executive)  
Dr Ian Reid (Medical Director)  
ANNE MONK ~~Margaret Scott~~ (Chair)  
Fiona Cameron (Divisional Manager)

~~Max - for you to add anyone else in~~

David Barker (Comm. Mgr)  
Cawline Thornton (Asst Bus. Mgr)

#### 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 Couch)
  9. Cost of Investigation
  10. Any items not covered above

- *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 Couch)**

**9. Cost of Investigation**

**10. Any items not covered above**