

Fiona Cameron - Director of Nursing & Clinical Governance

From: Ian Piper - Chief Executive F&G
Sent: 23 May 2004 10:31
To: Fiona Cameron - Director of Nursing & Clinical Governance; Sue Galley - PR & Communications Manager
Cc: Justina Jeffs - Clinical Governance Manager; **Code A** - PA Chief Executive/Chair; Lucy Docherty - Chair F&G PCT
Subject: RE: CHI MEDIA MANAGEMENT

Thanks Fiona. We also need to add our key partners to the briefing list eg Councils, PHT, PPI Forum, MP's, CVS's and NEDS.

Ian

-----Original Message-----

From: Fiona Cameron - Director of Nursing & Clinical Governance
Sent: 19 May 2004 10:57
To: Ian Piper - Chief Executive F&G; Sue Galley - PR & Communications Manager
Cc: Justina Jeffs - Clinical Governance Manager; **Code A** - PA Chief Executive/Chair
Subject: CHI MEDIA MANAGEMENT

Met with Sue this am and agreed the following provisional plan.

1st June Sue will attend exec and work with us to distill key messages for a press release and staff briefing.

15th June Sue will attend exec to brief team re key messages for us to field when report is issued on web.

Provisional plan for staff and media briefs.

- 1) If report received pre 1st July the press release will be circulated to staff immediately and followed up in briefing.
- 2) If report issued on 1st July then press release and briefing will go out together.
- 3) If report released after 1st July, it will be signposted in briefing and followed up as soon as report is published with a staff briefing and media statement.

Sue I hope this captures what we agreed.

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 Fiona Cameron
 Director of Nursing & Clinical Governance
 Fareham & Gosport PCT