

Caroline Harrington - Assistant Business Manager

From: p=NHS NATIONAL INT;a=NHS;c=GB;dda:RFC-822;
 [c=GB;a=NHS;p=NHS NATIONAL INT;dda:RFC-822] **Code A**

Sent: 19 December 2001 18:05

To: s=Harrington;g=Caroline;o=nhs portsmouth healthcare tr;p=nhs s and w hn;a=nhs;c=gb;

Cc: p=NHS NATIONAL INT;a=NHS;c=GB;dda:RFC-822; **Code A**

Subject: Interviews



Caroline,

Thanks for putting together the interview list. I have just a few queries.

*Telephone
 Conversation c
 Julie Miller
 20/12/01 verbally
 responded to
 these questions
 (ctt).*

1) Is **Code A** now **Code A** EX HCSW? *Yes.*

2) Julie also marked on her list to see staff who had left the relevant wards since 1998.

- SN Eileen Buckley-left Deadalus *Dolphin Day Gurnth (Farrel)*
 SN J Neville- left Daedalus *Elizabeth Ward, Q.A.*

4 The Links, Rowndel Gosport PO13 0DX Date Feb 199.
 Nurse C.P. Lockwood- left Sultan* *Yes*

Is it possible to see these people?

3) I was not able to find an interview for senior Nurse- Mulberry ward.

Jo Taylor (Phoenix Day).

4) What is the job title of **Code A** *Pharmacist*

5) Are David Jarret, Barbra Robinson, Jan *(Williams?)* technically acute trust employees? *No Jane Williams*

6) Is it possible to change the Senior Nurse on the Phoenix Day ward to the Senior Nurse on the Dolphine ward? *Sharonie Landy*

link nurse

7) Is there a lead nurse responsible for Palliative care? *- ? (No) ask question*

Thanks for helping with these queries and at this moment there is no need to change the schedule anyone else, until I speak to Julie. I will ring you tomorrow to let you know.

Kind regards,

Code A

Investigations Coordinator
 Finsbury Tower
 103 - 105 Bunhill Row
 London
 EC1Y 8TG

Code A

 Any views expressed in this message are those of the individual sender, except where the sender specifically states them to be the views of the Commission for Health Improvement. Any unauthorized disclosure of the

Today's Priorities

- 1 To do:
- 2 m/meikle - letter (cata Philips)
- 3 - info.
- 4 ~~CH~~ info - gone
- 5 index - distributed
- 6 Additional names - letters to
- 7 go out (viv). - spaces to
- 8 be confirmed first c J. Miller.
- 9
- 10

Spasmonal[®] Forte
120mg

Letters

Ax/dy wood - (CTH).

↓ viv sending Mon ^{23^{rd.}}

Penny Wells, ON - Gosport
Mon 7 2-3. H.C.

ex -
Nurse ^{C.P.} Lochwood (Sultan)

Tues 8 1.45 - 2.30.

ex -
SN J. Neville. (Daedalus)

~~Tues~~
Fri 11 ~~10.30 - 11.15~~ 12 -
12.45

Sherone Landy (Dolphin Day
ward, 9)
Fri 11 12 - 12.45.

Today's Priorities

1 Recorded ^{- 1st class.} - Sig. £14.48.

2 By 12.30 ₁ special. £18.30.

3

4

5

6

7

8

9

10

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18/12/01 CHI Implementation Group.

Code A - any ad-hoc visits to ward? (CH)

IT - Computers on wards
terminals on wards
access by ~~clerk~~ only ✓
in process of rolling out training.
Rosie Paxton to check c̄ IT on progress. (RP)

- ? Mention - Corecare at next mtg
 - ? don't bring legal rep.
-

22/14
report

observation work - protocol
2 members to obs - mealtimes,
handovers, doc on team to be
around during ward round.

hand
~~change~~ over } times.
mealtimes

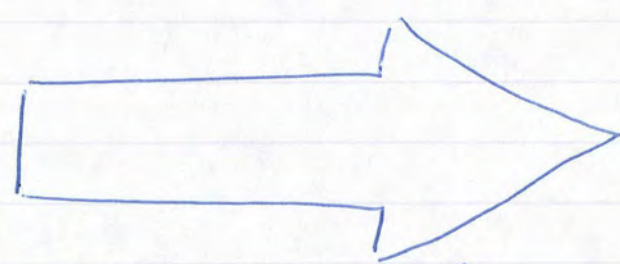
If pts want to talk they can make
arrangements for another time

CHI wont talk to pts + wont listen in
on clinical conversations c̄ pts.

Signage.

- | main entrance → General Office.
- | bottom of stairs
- | top of stairs
- | Small sign attached to 'General Office' sign.

Signage.



- | main entrance 'CHI interviews' ←
- | bottom of stairs 'CHI interviews' →
- | top of stairs 'CHI interviews' ←
- | Small sign attached to 'General office' sign.
 - 'CHI interviews' →
 - please register here. ✖
- ? | at bottom of stairs 'CHI interviews'
 - please confirm

Caroline Harrington, CHI visit co-ordinator

CHI

Margaret Meikle,
Therapy Services
Manager

20 December, 2001

CHI Interview - Cath Philips

Please find enclosed a copy of the interview appointment letter to Code A inviting her to attend an interview with the Commission for Health Improvement on Thursday 10th January 2002 at 1.45.

I also enclose, for your information, the handout which accompanied the interview letter, and several documents providing information about the Commission and the review process.

If you have any queries please regarding this process please don't hesitate to contact me at Trust Central Office, Ext. Code A

Kind regards