

**Scott Margaret - Chair EHPCT**

**From:** Hayden Smith Jane [Code A]  
**Sent:** 14 November 2002 12:08  
**To:** 'Margaret Scott - Chair EHPCT'  
**Cc:** Lucy Docherty - Chair F&G PCT  
**Subject:** RE: Letters

**Importance:** High  
**Sensitivity:** Confidential

**Attachments:** Gosport.TOR2.doc



Gosport.TOR2.doc  
 (21 KB)

Margaret

Herewith a copy of what I beleive to be the latest version of the TORs.

I do not know whether they are agreed in this form by the HA, although the HA have agreed that they can be issued to TH/IP. I will chase Gareth.

I think we should aim to issue the letters to TH/IP before the end of this week - leaving it any longer might prejudice the worth of the letter in terms of its function of demonstrating a reasonable approach by the employer.

Regards,

JHS

<<Gosport.TOR2.doc>>

> -----Original Message-----

> From: Margaret Scott - Chair EHPCT [SMTP: Code A]  
 > Sent: 14 November 2002 11:15AM  
 > To: 'Hayden Smith Jane'  
 > Cc: Lucy Docherty - Chair F&G PCT  
 > Subject: RE: Letters

> Jane, thanks for spotting the mistakes - I'll review again carfully  
 > before I send. Is there now a final version of the TORs - if so could  
 > you send me an electronic version of it so that I can attach to the  
 > letter? I have still not heard from Gareth but will call again today.  
 > Is it reasonable to think about getting this letter out by the end of  
 > this week?

> -----Original Message-----

> From: Hayden Smith Jane [mailto: Code A]  
 > Sent: 14 November 2002 08:39  
 > To: 'Margaret Scott - Chair EHPCT'; Hayden Smith Jane; Lucy Docherty -  
 > Chair F&G PCT  
 > Subject: RE: Letters

> Thanks for that Margaret. there are one or two words still in  
 > italics/bold and you may want to change them back to ordinary text  
 > before you issue the letter.

> Regards

> JHS

> > '-----Original Message-----

> > From: Margaret Scott - Chair EHPCT

> > [SMTP:[Code A]]

> > Sent: 13 November 2002 05:03PM

> > To: '[Code A]'; Lucy Docherty - Chair F&G PCT

> > Subject: Letters

> >

> > I attach the latest version of the letter I intend to send to Tony.

> > I

> > have

> > made 2 modifications since talking to Lucy. In para 2 I would like

> > to

> > say

> > 'fulfilling our responsibilities. It seems that CHI will be asked to

> > be involved so I have reverted to the original text.

> > When I have heard from Gareth I will let you know

> >

> > <<horne.let3.doc>> << File: horne.let3.doc >>

>

>

>

> -----  
> The information transmitted is intended only for the person or entity

> to which it is addressed and may contain confidential and/or

> privileged material. Any review, retransmission, dissemination or

> other use of, or taking of any action in reliance upon, this

> information by persons or entities other than the intended recipient

> is prohibited. If you received this in error, please contact the

> sender and delete the material from any computer.

>

> This footnote also confirms that this email message has been swept by

> MIMESweeper for the presence of computer viruses.

>

> Beachcroft Wansbroughs Solicitors UK

>

> Website: <http://www.bwlaw.co.uk/>

> -----

-----  
The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.

This footnote also confirms that this email message has been swept by MIMESweeper for the presence of computer viruses.

Beachcroft Wansbroughs Solicitors UK

Website: <http://www.bwlaw.co.uk/>  
-----

### Draft Terms of Reference

To **seek to** establish:

- whether or not any concerns were raised about any of the following:
  - the use of diamorphine [or any other opiate substance] ; or
  - prescribing regimes; or
  - the use of syringe drivers to administer medication;
 in relation to the treatment of patients at Gosport War Memorial Hospital (“the Hospital”) at any time between 1988 and 1998;
- If so, the way in which any such concerns were raised, by whom, to whom and when;
- What action (if any) was taken (and by whom) as a result of any such concerns and when;
- The effect (if any) that any action taken had, on any of:
  - the use of diamorphine [or any other opiate substance]; or
  - prescribing regimes; or
  - the use of syringe drivers to administer medication;
 within the Hospital in that period.
- Whether any action taken **at the time** was justified, in all the relevant circumstances;
- Whether any failure or omission to act **at the time** was justified in all the relevant circumstances;
- Whether any events at the Hospital (such as but not limited to patient deaths, untoward incident reports or complaints) during the period in question should have prompted those with management **and/or clinical management** responsibility for the Hospital at the time to take any steps, and if so, what steps and whether such steps were in fact taken;
- Whether any individual working at the Hospital or working in a post which involved responsibility for either clinical or administrative matters at the Hospital during the period in question either :
  - acted; or
  - failed to act; or
  - omitted to act; or
  - neglected to act
 in an appropriate manner in response to any such concerns or events, given their level of knowledge, seniority, experience and responsibilities at the relevant time.