

From: Baker, Prof R.
Sent: 25 September 2002 11:54
To: 'simon.tanner@' Code A
Subject: the audit

Dear Simon

There are a few things to organise, so that the audit can get underway.

1. Ethics approval. I have been in touch with Dr Eldridge, chair of the LREC, and am waiting to hear his views. A Department of Health / GMC approval in some form is being investigated. I also need approval for access to Hospital Episode Statistics data. This involves the completion of a long form, which requires details of the Caldicott Guardian. The audit will involve some data sharing between myself in Leicester and the ONS, and it would be helpful if you would be able to serve as Caldicott Guardian, since most of the patients concerned would be in your jurisdiction. Please let me know if this is OK.
2. I have received a letter from one of the relatives, and am replying. It could well be useful to organise a meeting with representatives of relatives (a small group would be my preference) to explain the audit and answer questions they might have. It would be better to do this in the relatively near future. Your views on this would be helpful, and also, would this be something you would be able to facilitate?
3. A meeting with a representative group of health professionals would also be helpful; I am not sure who should be involved, although it would not be appropriate to involve people who could in any way be regarded as involved in the care under review. A meeting would have as its aim the building of cooperation for the audit. (Please note that I will be on leave 7th-18th October).
4. It is increasingly clear that the audit will need to draw on surviving records, prescribing registers, admission logs and so forth. It is important, therefore, to establish where these documents are held (some may be with the police, for example), and to make sure that they are preserved. The task of identifying what documents survive and where they are located should be given high priority. The new information regarding prescribing in 1991 makes clear that it will be necessary to documents from that period and earlier.

Richard Baker