



Fleetbank House
1st Floor, 2-6 Salisbury Square
London
EC4Y 8AE

Paula Clark
Chief Executive
University Hospitals of North Midlands NHS Trust
Royal Stoke University Hospital
Newcastle Rd
Stoke-on-Trent
ST4 6QG

CHAIRMAN/CHIEF EXECUTIVE
OFFICE
17 AUG 2018

15 August 2018

Dear Ms Clark,

Request for the retention of all documents and information and for the production of specified documents and information under Rule 9(2) of the Inquiry Rules 2006.

By way of introduction I am the Solicitor to the Infected Blood Inquiry which was formally set up on the 2 July 2018 by a statement made to Parliament by the Minister of the Cabinet Office and Chancellor of the Duchy of Lancaster, David Lidington.

I am writing to you in your capacity as Chief Executive of an NHS Trust because the treatment of men, women and children with haemophilia and other bleeding disorders will be a significant focus of the Inquiry's work, and it is likely that many patients of the Haemophilia Centre which forms part of your NHS Trust will be participants and witnesses to the Inquiry.

I initially wrote to Haemophilia Centres in England, Scotland, Wales and Northern Ireland on 19 July 2018 to request the retention and provision of relevant information by 16 August 2018. However, following a recent meeting with the Chair and Vice Chairman of the UK Haemophilia Centre Doctors' Organisation (UKHCDO) I decided it was appropriate to withdraw that letter and to re-issue it to you as the Chief Executive of the relevant Trust and Board, so that, where necessary, sufficient

Infected Blood Inquiry

Fleetbank House, 1st Floor, 2-6 Salisbury Square, London EC4Y 8AE

contact@infectedbloodinquiry.org.uk

Freephone 08081691377

resources are allocated to allow the request to be responded to within the time requested (28 days).

I believe the following Centre is within your organisational structure: North Midlands Haemophilia Centre. I would be grateful to receive, pursuant to Rule 9(2) of the Inquiry Rules 2006, all information and documents held by that Centre in any form (paper, electronic, audio, video, microfiche etc.) excluding individual patient records, which are potentially relevant to the issues set out in the Inquiry's Terms of Reference. Please provide to the Inquiry the documents and information identified within 28 days (12 September 2018).

The Terms of Reference for the Inquiry are broad and cover a lengthy period. You will find a copy on the Inquiry's website at www.infectedbloodinquiry.org.uk together with a series of documents titled "Statement of Approach", which set out the Inquiry's processes and procedures.

The Inquiry anticipates that the Centre may hold or control a significant amount of potentially relevant documents and information and I would be grateful if your organisation could liaise with the Inquiry's Information Manager, [redacted], to determine the most appropriate means of provision of the documents and information to the Inquiry.

The type of documents and information that are relevant to the Inquiry's Terms of Reference, include, but are not limited to, the following:

Correspondence, instructions, notes, advice, reports, briefings, policies, guidance, reviews and minutes of meetings however held (paper, electronic, microfiche, audio, video and any other means), particularly from the 1970s and 1980s, but not limited to these periods, either before or after, regarding the following:

- a. The treatment of men, women and children with haemophilia or other bleeding disorders who were given infected blood products;
- b. The risks of infection associated with blood products;
- c. The extent to which people given infected blood products were warned (or not warned) beforehand of the risk that they might be exposed to infection;
- d. The systems adopted for the screening of donors and the collection, testing, licensing and supply of blood products;

- e. The testing of those who were infected with infected blood products and how their infection status was recorded;
- f. How the results of tests or information about their infection was communicated to those infected and affected;
- g. The level of information that should be provided to those who were infected, when this should be provided and how;
- h. The extent to which financial considerations affected decision-making when treating people with haemophilia and bleeding disorders;
- i. The treatment, care and support provided to those infected and their families; and,
- j. The destruction of documents and information described above.

I should stress that the list above is a guide only and should there be any doubt about whether a particular document or information is capable of having a bearing on the issues set out in the attached Terms of Reference, it should be provided to the Inquiry.

You may also wish to refer to the Inquiry document titled "Statement of Approach - Anonymity and Redaction" which explains the Inquiry's approach to redaction and you will note the request that documents are to be provided to the Inquiry without redaction.

You may be already be aware that we have written to the Chief Executives of the Health and Social Care Board Northern Ireland and NHS England, NHS Scotland and NHS Wales to request the preservation of all potentially relevant material. Copies of those letters can be found on the Inquiry's website at <https://www.infectedbloodinquiry.org.uk/evidence/>.

In order that the work of the Inquiry is not prejudiced by the destruction of potentially relevant documents and information, I would be grateful if you would take steps to ensure that documents and information, however held or controlled by the Centre, are preserved and not destroyed while the Inquiry is ongoing.

In addition you will see from the letters sent to the NHS and Health and Social Care Board Chief Executives, that the Inquiry has also requested the waiver of any fees normally charged to individuals seeking to access and obtain copies of medical records. The letters the Inquiry has received in response, confirming the waiver of fees, are available at the link set out above.

Please do not hesitate to contact me should you require any further clarification,

Yours sincerely



Solicitor to the Inquiry

Email: [REDACTED]

Telephone: [REDACTED]

FBI, Rox 582-1819