

Our Ref: TC/LL/221216

The Countess of Chester Health Park
Liverpool Road
Chester CH2 1UL

PRIVATE & CONFIDENTIAL

Lucy Letby

PD

Direct Dial: 014
Exec Office Fax: 014 **I&S**

17th January 2017

Dear Lucy,

I am writing to sincerely thank you for meeting with me on Thursday 22nd December 2016, alongside your parents, Mr John Letby and Mrs Sue Letby, Miss Hayley Cooper, RCN Representative, and Mrs Karen Rees, Head of Nursing, Urgent Care. I note that Mr Ian Harvey, Medical Director, Mrs Alison Kelly, Director of Nursing & Quality, and Mrs Sue Hodgkinson, Director of People & Organisational Development, were also in attendance in the meeting.

I have attached the notes taken by Mrs Hodgkinson for your records. In addition, I am able to confirm the date of the meeting we will be undertaking with consultant colleagues, as we discussed when we met. This will be undertaken on Thursday 26th January 2017 and as we agreed, we will be sharing details from your statement that have been provided by Miss Cooper on your behalf. Furthermore, as per previous discussions and at your request, Mrs Rees will also be in attendance in this meeting to act on your behalf.

I understand you have already arranged to meet with Mrs Kelly and Mrs Hodgkinson, alongside Mrs Rees and Miss Cooper, later on Thursday 26th January 2017, to receive an overview of how this meeting has progressed.

As I committed to within our meeting, I would like to meet with you again to provide an update and we have identified a number of possible dates for this meeting, as provided below:

- Monday 6th February (3pm – 5pm)
- Friday 24th February 2017 (am)
- Tuesday 7th March 2017 (am).

Should these dates and times be unsuitable for either your parents or yourself, then please contact Mary Crocombe or Debbie Cleverley on 014 **I&S** or Mrs Hodgkinson by email (sue.hodkinson@ **I&S**) to rearrange a more suitable time.

I look forward to meeting with you again in the near future and I would like to thank you again for taking the time to meet with me in December.

Yours sincerely

PD

Signed by

Ian Harvey, Medical Director and Deputy Chief Executive

In the absence of

Tony Chambers, Chief Executive

Yours sincerely,

cc: Alison Kelly, Director of Nursing & Quality

cc: Hayley Cooper, RCN Representative & Staff Side Chair

cc: Sue Hodgkinson, Director of People & Organisational Development

cc: Tony Millea, RCN Regional Officer