

Hospital of South Manchester NHS Foundation Trust will be hearing the grievance with Dee Appleton-Cairns, Deputy Director of HR, also present to support Annette.

Both Hayley and yourself asked why you were temporarily redeployed from the unit and that this was extremely difficult for you. Alison and I explained that we absolutely understood this and thanked you for remaining in work. I explained that you were not under investigation but that we had temporarily redeployed you as a supportive measure as it was a vulnerable environment with some of the comments we had been made aware of. We explained that you may want to raise this further within the grievance hearing but recognise that we should have been more open with you at the start about this issue. You explained that you had a right to know, which we acknowledged.

We talked about when you return to the Unit and I asked you what you would want to ensure you were supported as best as possible on your return. You explained that you would be keen to return as soon as possible after a phased period. Karen reiterated that she would ensure that this was planned with you and Hayley so that you felt supported throughout the process.

During the meeting, I asked if you needed any additional support and if you were still receiving clinical updates from the senior team within NNU. You advised that you had not met with Eirian or Yvonne recently. Karen and I assured you that we would follow up on this for you and I now understand that this has been reinstated now that Eirian is back from annual leave. Both Alison and I reiterated that we were concerned around your health and wellbeing and that we needed to continue to check with you if any additional support was needed.

As you requested within our meeting, I have enclosed the Grievance Policy for you so that you have guidance on how the process is undertaken.

Both Alison and I again acknowledged that this is an extremely stressful situation for you and we all agreed that it would be helpful if we could meet again. As stated earlier, I understand this meeting has been arranged for 1pm on Wednesday 2<sup>nd</sup> November 2016, in Karen Rees' office. As we discussed in our meeting, whilst we know that you have support already available from Occupational Health, please be aware that the service can be accessed at any time by telephoning them direct on 01 [redacted] I&S

Yours sincerely,

**Sue Hodkinson**  
**Director of People & Organisational Development**

To contact my PA, please contact Debbie Cleverley on:

☎ 01 [redacted] I&S  
✉ debbie.cleverley@[redacted] I&S

cc: Alison Kelly, Director of Nursing & Quality  
cc: Hayley Cooper, RCN Representative & Staff Side Chair  
cc: Tony Millea, RCN Regional Officer

Enclosed: Grievance Policy