

*NOTE – This is a working document intended to assist the review team which details the documentation received from the client with a synopsis of content and any areas arising from these that could to be included in the interviews.*

Title and group	Read by		Synopsis and conclusions	Areas to probe
<b>COCHNNU1</b>				
Neonates Service Overview – 21.07.16	MA	Y	Outlines staffing concerns/levels, struggles in planning for babies requiring intensive care, small pool of bank staff available – good overview of issues.	
<b>COCHNNU2</b>				
<b>Medical Rotas and Agency Lists Paediatrics</b>				
2012 to 2016 agency locums – temp staffing system	MA	N	List of temps (medical) by day.	
AGENCY AND TRAINEES. - v2	MA	N	Spend of £ I&S from July 15 – April 16	
Chester Registrar Rota August 2013 - Feb 2014_V5	MA	N		
Chester Registrar Rota Feb_TO_Aug_2014_V1 (1)	MA	N		
Chester Registrar Rota March to September 2015	MA	N		
Chester Registrar Rota March to September 2016	MA	Y	Gives account of staffing levels	
Chester Registrar Rota Sep2014				

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Neonatal Standards Review July 2016	MA	Y	Detailed review of standards – concerns around environment/building constraints. Also issues around staffing ratios – approx.. 4WTE understaffed. Concerns in Transport Service – referred to have no provided 24/7 service.	Is the built environment appropriate to deliver NNU services? Check staff ratios were improved to meet BAPM guidance. Check relationship with Transport Service.
<b>COCHNNU8</b>				
Mortality Review Feb 2016	MA	Y	Mortality review draws out themes around night cover, delayed clamping and UVC incidents. 6 out of 9 review cases had arrests between 00:00 and 04:00.	Explore night cover.
Mortality Review July 2015	MA	Y	Summary of cases – detail taken from medical notes.	This and below might be useful to get picture of the types of mortalities the Trust are seeking to avoid.
Nursing Review March 2016	MA	Y	Same as above but with added learning.	
Child A	MA	N	The below are all individual morbidity and mortality meeting records – useful if you need further detail into the context of mortalities.	Process for learning from mortalities and how staff are included in this process.
Irrelevant & Sensitive	MA	N		
I&S OSR	MA	N		
Irrelevant & Sensitive	MA	N		
Irrelevant & Sensitive	MA	N		
I&S Case Presentation	MA	N		
Irrelevant & Sensitive	MA	N		
Child E	MA	N		
Child O	MA	N		
Child P	MA	N		
I&S Case Presentation	MA	N		
I&S	MA	N		