

9<sup>th</sup> December 2016

Miss Lucy Letby

**PD**

Dear Lucy

#### LETTER OF AUTHORITY – Observation

On behalf of the Alder Hey Children's NHS Foundation Trust I have been requested to issue you with a Letter of Authority.

The observational visit will be for the period 1<sup>st</sup> January 2017 until 31<sup>st</sup> December 2017, during this time you must be supervised at all times. No direct patient contact is permitted during your visit.

Through the course of your time in the Trust you may become aware of information concerning patients or members of staff. All such information must be treated as strictly confidential. Breach of this confidence may result in withdrawal of this Letter of Authority.

The placement is subject to your adherence to the policies and procedures of the Alder Hey Children's Foundation NHS Trust. Breaches of these policies and procedures will result in withdrawal of this Letter of Authority.

The trust accepts no responsibility for damage to or loss of personal property, with the exception of small valuables handed to our officials for safe custody. You are therefore recommended to take an insurance policy to cover your personal property.

Should you be unable to attend because of ill health you should inform your supervisor as soon as possible.

This letter constitutes formal notification of this arrangement and allows you access to Alder Hey Children's NHS Foundation Trust as specified above and should be retained and made available for inspection if necessary. Please sign an return a copy to Human Resources.