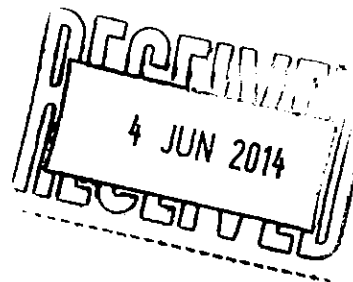




Roundwell Medical Centre



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2nd June 2014

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Dear Coroner

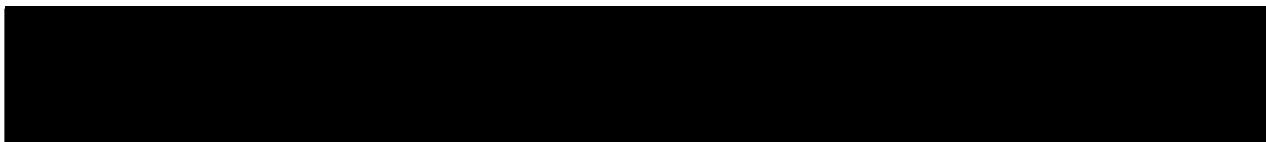
**Re: Katheryn Louise Sawyer Inquest
Regulation 28**

I refer to the Regulation 28 form issued to  following the inquest into the death of Katheryn Louise Sawyer, held on 8th April 2014.

The circumstances around the death and the Regulation 28 form were discussed at our Clinical Governance meeting held on 24th April 2014. Six of the GPs were present together with members of the nurse team and the Practice Manager and Assistant Practice Manager.

The following actions were agreed in order to prevent the circumstances around Mrs Sawyer's death happening again within the practice.

1. For all patients on addictive medication will see only one GP, where possible, to provide for continuity of care for that patient. Action - immediate
2. For patients being put on addictive medication, the GP will ensure that the clinical plan / management is fully detailed in the patients' medical records. Action – immediate
3. All patients who receive their medication weekly are to have a read code added to their medical record in order that they are easily identified, monitored and audited. Action – read code immediate, audit to be carried out within one month.
4. All patients on long term medication of Benzodiazepines and Opiates will have a six month medication review which will document the clinical plan/ management discussed with the patient.. Action – immediate
5. Patients referred to Norwich Recovery Partnership to have a read code added in order that they are easily identified, monitored and audited. Action – immediate



6. A bespoke "Addictive Medication Review" template to be designed to ensure that all reviews are documented and completed correctly. Action – within 3 months
7. All patients on weekly medication to be included in the risk profiling for the Unplanned Avoidable Admissions Directed Enhanced Service, which will be reviewed on a regular basis. Action – within 3 months
8. Where a patient is requesting a prescription for an addictive medication earlier than it is due, the administration team will add a note to the patient records and send an internal task to the relevant GP to consider appropriate action eg GP will contact patient and ask them to come to the surgery for a face to face appointment. Action – immediate
9. An audit to be completed on all patients being prescribed methadone. Action – within one month
10. All methadone maintenance medications need to be read coded and linked to a "problem" on the patients' medical records. Any prescription added by an outside agency eg Norfolk Recovery Partnership, needs to be noted on patients records. Action – immediate
11. Concerns were noted for those patients on addictive medication who failed to attend appointments. Agreed a regular search would be completed to identify patients and relevant action to be taken. Action – regular monthly search.

If you require any further information or some clarification on the actions noted above please do not hesitate to contact me.

Yours sincerely

[Redacted signature]

[Redacted name]

Practice Manager
For and on behalf of
Roundwell Medical Centre

[Redacted footer]