



RE: URGENT - Retention of Medical Records

From Pamela Johnston <[REDACTED] CATE [REDACTED]>

Date Wed 26/04/2023 13:31

To Heather Anderson <[REDACTED] CATE [REDACTED]>; Alison Dailly <[REDACTED] CATE [REDACTED]>; Laic Khalique <[REDACTED] CATE [REDACTED]>; Sharon Hilton-Christie <[REDACTED] CATE [REDACTED]>

Cc Susan Wilson <[REDACTED] CATE [REDACTED]>

Dear Heather

Thank you very much for this piece of work. It is very helpful.

I would like to request that all medical records that are still in existence that have the patient being referred to Neurosurgery and that were seen or operated on by Professor Eljamel are retained for a further 10 years. This is due to access possibly being required by an independent process into ongoing concerns regarding his medical management.

Can you please confirm that this can be done and that it is active.

Thank you.

Pamela

Dr Pamela Johnston

Medical Director
NHS Tayside
Level 10
Ninewells Hospital
DUNDEE DD1 9SY

Email - [REDACTED] CATE [REDACTED]

Telephone - [REDACTED] CATE [REDACTED] Internal [REDACTED] CATE [REDACTED]

Personal Assistant - Susan Wilson email [REDACTED] CATE [REDACTED]

From: Heather Anderson

Sent: 25 April 2023 13:11

To: Pamela Johnston <[REDACTED] CATE [REDACTED]>; Alison Dailly <[REDACTED] CATE [REDACTED]>; Laic Khalique <[REDACTED] CATE [REDACTED]>; Sharon Hilton-Christie <[REDACTED] CATE [REDACTED]>

Cc: Susan Wilson <[REDACTED] CATE [REDACTED]>

Subject: Re: URGENT - Retention of Medical Records

Hi Lynne

I have attached a summary of our retention and disposal schedules. Please let me know if you need anything else.

I will update our local exceptions to include retaining records for any patients Professor Eljamel has had contact with - could Dr Johnston please advise the specific period these should be retained for? e.g. lifetime of the patient?

Thanks
Heather

Heather Anderson
Head of Health Records
NHS Tayside
Ext **CAT E**
Mobile **CAT E**



From: Pamela Johnston <**CAT E**>
Sent: 25 April 2023 09:16
To: Heather Anderson <**CAT E**>; Pamela Johnston <**CAT E**>;
Alison Dailly <**CAT E**>; Laic Khalique <**CAT E**>; Sharon Hilton-Christie
<**CAT E**>
Cc: Susan Wilson <**CAT E**>; Pamela Johnston <**CAT E**>
Subject: RE: URGENT - Retention of Medical Records

Dear Heather,

Following up from the conversations from yesterday, could you please provide a comprehensive summarised response of the Retention and Destruction Policy which will be sent to MSPs as agreed at a meeting with the Cabinet Secretary.

Dr Johnston would like you to include assurance that NHST is in line with National Guidelines and highlight any variations.

Could you please provide this by close of play today, 25th April 2023.

Kind regards,

CAT C

Lynne Armstrong
Medical Director's Office

From: Heather Anderson
Sent: 24 April 2023 11:26
To: Pamela Johnston <**CAT E**>; Alison Dailly <**CAT E**>; Laic Khalique
<**CAT E**>; Sharon Hilton-Christie <**CAT E**>
Cc: Susan Wilson <**CAT E**>
Subject: Re: URGENT - Retention of Medical Records

Hi

Thank you, I will ensure this is actioned as soon as the list is available.

I have attached a copy of the Health Records Operational Guidance & Service Operating Procedures - our retention and disposal schedules are in section 1.

Thanks
Heather

Heather Anderson
Head of Health Records
NHS Tayside
Ext **CATE**
Mobile **CATE**



From: Pamela Johnston <**CATE**>
Sent: 24 April 2023 11:00
To: Heather Anderson <**CATE**>; Alison Dailly <**CATE**>; Laic Khalique <**CATE**>; Sharon Hilton-Christie <**CATE**>
Cc: Susan Wilson <**CATE**>; Pamela Johnston <**CATE**>
Subject: RE: URGENT - Retention of Medical Records

Hello Heather,

Thank you for your quick response. I have requested a list of the patients we are aware of, who have had contact with Professor Eljamel. I will forward it to you once I have received it.

In addition to this, Dr Johnston has requested a copy of our Retention Policy and disposal schedules. Could you please forward this at your earliest convenience.

Kind regards,

CAT C

Lynne Armstrong
Medical Director's Office

From: Heather Anderson
Sent: 24 April 2023 10:39
To: Pamela Johnston <**CATE**>; Alison Dailly <**CATE**>; Laic Khalique <**CATE**>; Sharon Hilton-Christie <**CATE**>
Cc: Susan Wilson <**CATE**>
Subject: Re: URGENT - Retention of Medical Records

Hi

Paper case records will have been destroyed in line with the Scottish Government records management health and social care code of practice, which provides us with our retention and disposal schedules. This will be the full paper record as opposed to sections of the notes being removed.

I'm not aware that Health Records have received any previous instruction not to destroy records of patients who have had contact with Professor Eljamel. These would have only been retained if requested by the legal team, on a patient by patient basis.

The only other records we have been instructed to retain at the moment are through the blood inquiry (pre 1991) and the covid inquiry.

To action this request going forward, is there a list of the patient records which need to be retained? This will allow us to add a retention sticker to the paper records and a note on our record tracking system.

Thanks
Heather

Heather Anderson
Head of Health Records
NHS Tayside
Ext **CATE**
Mobile **CATE**



From: Pamela Johnston <**CATE**>
Sent: 24 April 2023 09:13
To: Alison Dailly <**CATE**>; Heather Anderson <**CATE**>; Laic Khalique <**CATE**>; Sharon Hilton-Christie <**CATE**>
Cc: Pamela Johnston <**CATE**>; Susan Wilson <**CATE**>
Subject: URGENT - Retention of Medical Records

Dear All,

Could you please provide assurance that all medical notes of patients who have had contact with Professor Eljamel have been retained and have NOT been destroyed or had sections of said notes removed.

Dr Johnston also requires assurance that these medical notes will continue to be held on retention until further notice due to the ongoing investigations pertaining to Professor Eljamel.

Kind regards,

Lynne

Lynne Armstrong
Medical Director's Office