



## **Confidential Enquiry into Head injury in Children**

### **NEWSLETTER FOR LOCAL ENQUIRY COORDINATORS ISSUE NO. 2 – MAY 2009**

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#### **Dear Colleague**

Welcome to the second newsletter for the CEMACH Child Health Local Enquiry Coordinators (LEC) for the National Enquiry into Head Injury in Children. This newsletter aims to keep you up to date with the status of the project and to answer any frequently asked questions you may have.

We would like to take this opportunity again to thank you for nominating yourself as the LEC for your hospital or trust. We are delighted to have you involved in the project and look forward to working with you.

If you have any additional questions after reading this newsletter, please contact [Rosie Houston](#) using the contact details below.

We will send you these newsletters via email. All past and current newsletters are available to download from the [Child Health](#) page on our website: [www.cemach.org.uk](http://www.cemach.org.uk)

#### **\*New period of data collection\***

**The 6-month data collection period is now  
1<sup>st</sup> September 09 - 28<sup>th</sup> February 2010**

#### **Update...**

##### **New timescales**

In order for units to prepare for the project we have amended our timescales. The 6-months data collection will now commence on **1st September 2009 at 0.00.**

##### **PIAG and Ethical Approval**

We have received an extension to our existing approval with PIAG for us to be able collect and process patient identifiable data without the need for consent from the parents or children (PIAG 4-08(c)/2008). We have also consulted with the Central Manchester Research Ethics Committee (Reference 09/H1008/74) who has approved the project.

##### **Information half-day for Local Enquiry Coordinators**

We would like to meet you and also give you the chance to ask any questions about the project. Information days are being held in your region in June and July. The half-day programme will provide you with background information on CEMACH, details of the head injury enquiry and your role as Local Enquiry Coordinator. We will also go through the data collection forms and process.

Further details will be sent to you shortly however dates and locations are detailed on page 2.

***If you are unable to attend any of these please contact your CEMACH regional manager, whose details are on page 3, to discuss alternative options.***

## Information packs for you and your units

We aim to provide you with your awareness raising pack on the Local Enquiry Coordinator Information days. Tools to be included in this pack are:

- *Information & guidance on the data collection forms and process.*
- *Definitions & inclusion criteria.*
- *Information sheets and posters for parents, children, and staff across the trust.*
- *A PowerPoint presentation for you to use in informing colleagues of the enquiry*
- *Sample data collection forms*

If there is anything additional that you feel would be useful to include in this pack please contact [Rosie Houston](#) as soon as possible.

## Survey of your hospital

In June we will be sending a survey to each hospital that has an Emergency Department and/or who provides secondary or tertiary care for children. As the Local Enquiry Coordinator for this project you will be the primary respondent for this survey however we expect that it will need consultation with other colleagues when being completed.

## Data collection forms

These forms have been drafted and are in the process of being piloted in a number of hospitals in each CEMACH region.

If you would like to see a copy of the draft data collection forms for information at this stage please contact your regional manager who will be happy to send them to you.

Please also note that as these are still draft forms they private and confidential, and not for general circulation.

## INFORMATION DAYS

You will only be required to attend one half-day session

10.00 to 12.30 or  
14.00 to 16.30

*Lunch will be provided*

*If you are unable to attend any of these please contact your CEMACH regional manager, whose details are on page 3, to discuss alternative options.*

### **EAST of ENGLAND**

#### **Cambridge**

**(Best Western Cambridge Quay Mill Hotel)**

Friday 26<sup>th</sup> June

### **EAST MIDLANDS & YORKSHIRE HUMBERSIDE**

**York City Hospital (Post Grad Centre)**

Monday 13<sup>th</sup> July at 13.30

**Nottingham City Campus (Post Grad Centre)**

Thursday 16<sup>th</sup> July at 13.30

### **LONDON & SOUTH EAST ENGLAND**

**Royal College Obstetricians &**

**Gynaecologists (RCOG)**

Monday 20<sup>th</sup> July

### **NORTH EAST**

Your regional manager will be in touch with you shortly

### **NORTHERN IRELAND**

Your regional manager will be in touch with you shortly

### **NORTH WEST & WEST MIDLANDS**

**Manchester Royal Infirmary (PGC)**

Monday 6<sup>th</sup> July

### **SOUTH WEST**

**Salisbury District Hospital**

Tuesday 7<sup>th</sup> July, 10am -12.30

**Bristol (St Michael's Hospital)**

Thursday 9<sup>th</sup> July, 10am – 12.30

**Derriford Hospital, Plymouth**

Tuesday 14<sup>th</sup> July, 2pm – 4.30pm

### **WALES**

Your regional manager will be in touch with you shortly

## Resources available on the CEMACH Website

We regularly update the section on the CEMACH website for those working on the CEMACH Enquiry into Head Injury in Children:

<http://www.cemach.org.uk/Programmes/Child/Head-Injury-in-Children.aspx>

Resources include such as information sheets, previous newsletters, raising awareness material and guidance documents.

If what you require is not on the website please contact [Rosie Houston](#) on 020 7467 3228 or email [rosie.houston@cemach.org.uk](mailto:rosie.houston@cemach.org.uk)

## If you have any questions...

Please do not hesitate to contact Rosie Houston via telephone or email at the details below if you have any queries or questions.

**If you are no longer able to be the nominated Local Enquiry Coordinator for the head injury project please inform your local CEMACH regional manager of the contact details of the person who is replacing you.**

**Your local CEMACH regional office is:**

## Central Office Head Injury Team



**Gale Pearson**  
Clinical Director (Child Health)



**Rosie Houston**  
Research Fellow (Child Health)  
[rosie.houston@cemach.org.uk](mailto:rosie.houston@cemach.org.uk)  
020 7467 3232



**Rachael Davey**  
Project Administrator

## Other CEMACH News:

### CEMACH to CMACE

We are changing our name: on 1<sup>st</sup> July 2009 we will become the Centre for Maternal and Child Enquiries (CMACE).

### Future events

CEMACH are holding a series of workshops following the launch of the 'Why Children Die' report. If you would like more information please go to the [Events](#) page on our website.

**For further information on CEMACH please go to:**  
[www.cemach.org.uk](http://www.cemach.org.uk)

