

Witness Name: Christine Morris

Statement No.: WITN7209001

Exhibits: WITN7209002 - 011

Dated: 1.9.2022

INFECTED BLOOD INQUIRY

WRITTEN STATEMENT OF CHRISTINE MORRIS ON BEHALF OF LANCASHIRE TEACHING HOSPITAL NHS TRUST

I provide this statement in response to a request under Rule 9 of the Inquiry Rules 2006 dated 15 July 2022.

I, Christine Morris will say as follows: -

Section 1: Introduction

1. I am the Associate Director of Safety and Learning at Lancashire Teaching Hospital NHS Foundation Trust (LTHTR). I commenced employment at the Trust on the 2nd April 2018 and so I base this statement on the documents made available to me, rather than from direct personal knowledge. I make this statement in response to the questions raised in the Rule 9 Request made on 15th July 2022, as clarified in the subsequent email from the Inquiry sent at 12.25 on 27th July 2022.

Section 2: Response

The Inquiry's queries are in bold for ease with the Trust's response below.

Was there a fire, or any other event, at either Roose Hospital or Sharoe Green Hospital which caused the destruction of records?

2. Trust response: Lancashire Teaching Hospital NHS Foundation Trust has no previous or current responsibility for Roose Hospital which was situated in Barrow-in-Furness. As such all responses provided are in respect of the former hospital site of Sharoe Green Hospital.
3. I can confirm there was a fire at the hospital site of Sharoe Green Hospital on 24th July 2005. This was subsequently discussed at The Safety and Environmental Governance Committee October 2005 at item 9.5 of the agenda and the relevant minutes are included verbatim below.

Extract from the minutes of the Safety and Environmental Governance Committee October 2005 (WITN7209002)

9.5. Reports by the Police and Lancashire Fire and Rescue Service have concluded that the Fire at Sharoe Green Hospital was set wilfully and was therefore an act of arson, under the Criminal Damage Act. A youth has been charged and appeared before Preston Youth Court.

4. The Sharoe Green Hospital building was scheduled for demolition and had closed as a functioning hospital in December 2004. At the time of the fire, it was being used to store documents, including non-current patient records as confirmed in a statement released by Beverly Peacock, Acting Chief Executive, Lancashire Teaching Hospitals NHS Foundation Trust on the 26 August 2005. **(WITN7209003)**. There was a confirmed security presence but during December 2004 there had been a number of acts of vandalism and as such extra security was put in place as confirmed in a statement released by Beverly Peacock, Acting Chief Executive, Lancashire Teaching Hospitals NHS Foundation Trust on the 26 August 2005. **(WITN7209003)** However, I have been unable to ascertain the exact nature of this extra security. The current Royal Preston

Hospital (RPH) was built in stages between 1975 and 1983 and services at Sharoe Green Hospital moved to the RPH from 1981 which was officially opened by the Princess of Wales in June 1983.

5. I can confirm that during the fire dated 24th July 2005 at the Sharoe Green Hospital site a number of health records were destroyed.

If so;

a) Please provide details of:

i) the nature of the incident(s), and identified cause(s) of the incident/s;

6. The incident was a fire in the former Outpatient block of the Sharoe Green Hospital site, and, as set out in the minutes extracted above, the fire resulted from an act of arson, for which a youth was prosecuted. Approximately half of the single-story building was destroyed by the fire with the remaining building affected by smoke and water.

a ii) the time and date(s) when the incident(s) occurred;

7. The fire occurred on Sunday the 24th July 2005 at 1.50pm in the former Outpatient block of the Sharoe Green Hospital site.

b iii) the extent of the damage to medical records (i.e: percentage of records damaged/destroyed);

8. Staff were able to access the site once it was deemed safe by Lancashire Fire and Rescue Service, and photographs were taken showing the extent of the damage including to documentation held. These images are included as **(WITN7209004)**.
9. The Trust compiled details of the records recovered and transferred from the Sharoe Green Hospital site to the Chorley District Hospital site and of all known records that were damaged/destroyed during the fire. In terms of numbers of patients affected, approximately 87% of the medical records held at the Sharoe Green Hospital site were lost in the fire, but this does not reflect the amount of records held relating to each patient (some patient records are much more extensive than others, so numbers only

provide a partial picture. The lists of records recovered and known to be damaged or destroyed is available if required.

b) Please provide any documentation in relation to the incident and give details of the records that were damaged/destroyed (where that exists). Please provide any documentation that exists in relation to the fire, or any other relevant incident. Please also provide details of the records that were damaged or destroyed if possible.

10. I set out below relevant extracts from the minutes of the Safety and Environmental Governance Committee October 2005 (**WITN7209002**) referring to the fire at Sharoe Green Hospital October 2005 and subsequent minutes December 2005 (**WITN7209005**) and refers to the removal of "All known confidential records".

The full extract is reproduced verbatim below:

Extract from the minutes of the 7. Safety and Environmental Governance Committee October 2005

5. A verbal report was discussed regarding the current security situation on the Sharoe Green site. The site has been sold and we should lose control of the liability in the first quarter of 2006. All known confidential records have been removed from site and whilst a significant number of non-patient records still remain, it has become too dangerous to remove them safely. They will be consigned to landfill during the demolition phase. The security presence has been reduced to one guard to protect the asset as it has come to light that any further fires could seriously affect the value of some of the buildings, even though they will be demolished. The presence will remain on site until handover.

It is my understanding that the types of record destroyed would have been outpatient and inpatient medical records.

Were there any archives which backed-up the records which were subsequently destroyed? If so, where are these held?

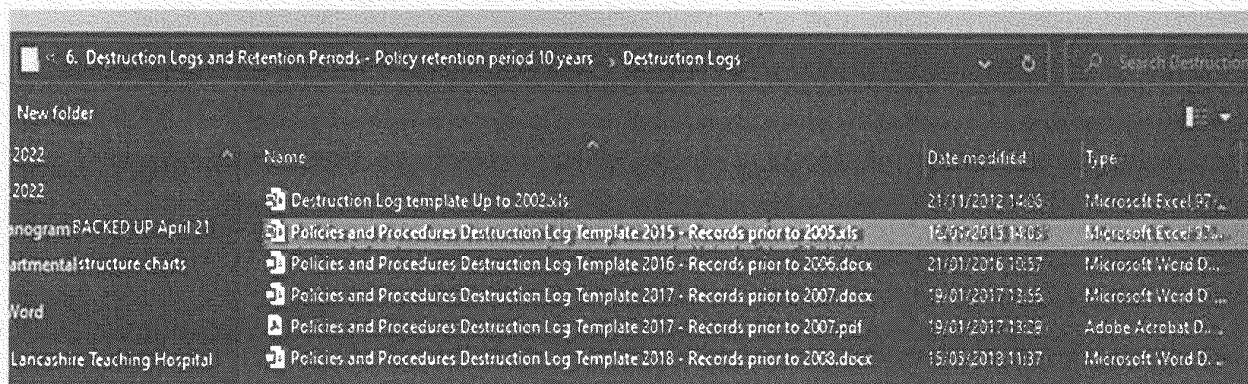
11. I have been advised by the current LTHTR Health Records Manager, who commenced in post in 2008 that paper medical records were not backed up in 2005. As such,

records destroyed during the fire in 2005 are not available, although a list of the record numbers is available. Where records were damaged it is my understanding that this was to such an extent that the utility of them was impaired as to represent effective destruction.

Were there any applicable policies or guidelines that recommended or discussed how an incident of this nature should be dealt with? This refers to any policies to be implemented in response to a fire or other environmental incident which could result in the destruction of records.

12. I have confirmed with the staff member who managed all Trust procedural documents that the documentation relating to the arrangements in place for the period 2005 when the fire at Sharoe Green Hospital occurred were subject to a retention period of 10 years, after which time the items were destroyed both electronically and in paper format. As such any policies that were formulated and in place during 2005 would have been destroyed in 2015. This is included in a destruction log of items that were destroyed at 10 year intervals and is held by Lancashire Teaching Hospital NHS Foundation Trust. From my inquiries that retention period appears to have been a locally agreed timescale; however, I have been unable to source a policy document on retention and destruction of procedural documents due to the aforementioned 10 year local destruction agreement. A screenshot of the Destruction Log is set out below. For clarity, it should be noted that this relates only to procedural documentation and medical records retention would have been in line with national guidance.

Image 1 LTHTR Procedural Destruction Log.



Name	Date modified	Type
Destruction Log template Up to 2002.xls	21/11/2012 14:06	Microsoft Excel 97...
Policies and Procedures Destruction Log Template 2015 - Records prior to 2005.xls	18/07/2015 14:05	Microsoft Excel 97...
Policies and Procedures Destruction Log Template 2016 - Records prior to 2006.docx	21/01/2016 10:57	Microsoft Word D...
Policies and Procedures Destruction Log Template 2017 - Records prior to 2007.docx	19/01/2017 13:55	Microsoft Word D...
Policies and Procedures Destruction Log Template 2017 - Records prior to 2007.pdf	19/01/2017 13:29	Adobe Acrobat D...
Policies and Procedures Destruction Log Template 2018 - Records prior to 2008.docx	15/03/2018 11:37	Microsoft Word D...

i) Please provide us with the relevant policies or guidelines that were applicable at the time of the incident/s. *This refers to any policies to be implemented in response to a fire or other environmental incident which could result in the destruction of records.*

13. Any such documents will have been destroyed in 2015 – please see paragraph 12 above.

ii) Did relevant policies/guidelines stipulate that a record of incidents causing damage/destruction to medical records should be kept? If so, was this followed by your Trust?

14. Any such documents will have been destroyed in 2015 – please see paragraph 12 above.

iii) How often were the relevant policies/guidelines reviewed and who was responsible for reviewing and updating these policies/guidelines?

15. As indicated above, any policies/guidelines formulated in 2005 would have been destroyed in 2015. However, I understand that responsibility for reviewing and updating these policies/guidelines sat with the author but was overseen by a member of the Corporate Governance team who was line managed by a senior member of Corporate Governance.

iv) Were the policies/guidelines governing storage of medical records subject to review following any incidents so as to prevent any recurrences?

16. As indicated above, as policies/guidelines from the 2005 period were destroyed in 2015, the Trust is unable to confirm if those for 2005 had been subject to review.

e) Following the destruction of records, have any policies or guidelines that recommended or discussed specifically how to prevent an incident of this nature in the future been put in place? If so, please provide us with the relevant policies or guidelines that were established after the incident/s occurred.

17. Since October 2012, all medical records have been scanned to the Electronic Paper records (EPR) system referred to as Evolve. These records are added to by clinicians and are stored on the Lancashire Teaching Hospital NHS Foundation Trust sever. There is a robust process to back up data stored on the server. Please refer to TP 74. Clinical Records Policy attached (**WITN7209006**). Since 2018 Lancashire Teaching Hospital NHS Foundation Trust can confirm that all procedural documents have been

held electronically on the document storage library referred to as Heritage. The process includes review of all documents within a maximum of three years and sooner if indicated e.g. national guidance changes and robust archiving of previous versions. Please refer to RMP M 54: Development and Management of Procedural Documents, attached (**WITN7209007**).

18. If a major incident were declared, which would include a major fire incident the command and control structure would be enacted to respond to this. Please refer to E RMP-C-251 Emergency planning, resilience & response strategy (**WITN7209008**) and also PROT-43 Incident Co-ordination Centres Protocol (**WITN7209009**), attached.

19. A major incident would also require reporting please refer to RMP HS 114 Adverse Incident Reporting, Management and Investigation Policy and Procedure (**WITN7209010**), attached.

20. Fire prevention is covered by policy TP-198 Fire Safety (**WITN7209011**), attached.

21. As medical records are now held electronically, with server backup, any fire on Trust premises should not result in the permanent loss of those records.

Statement of Truth

I believe that the facts stated in this witness statement are true.

Signed C Morris

GRO-C

Dated 1st September 2022

Table of exhibits:

Date	Notes/ Description	Exhibit number
October 2005	Minutes of the Safety and Environmental Governance Committee October 2005	WITN7209002
26 August 2005	Statement released by Beverly Peacock, Acting Chief Executive, Lancashire Teaching Hospitals NHS Foundation Trust on the 26 August 2005.	WITN7209003
Undated	Photographic images captured showing the extent of the damage including to documentation held	WITN7209004
December 2005	Minutes of the Safety and Environmental Governance Committee December 2005	WITN7209005
24 Nov 2020	TP 74. Clinical Records Policy	WITN7209006
14 August 2020	RMP M 54 Development and Management of Procedural Documents	WITN7209007
24 August 2020	E RMP-C-251 Emergency planning, resilience & response strategy	WITN7209008
3 January 2022	PROT-43 Incident Co-ordination Centres Protocol	WITN7209009
3 March 2022	RMP HS 114 Adverse Incident Reporting, Management and Investigation Policy and Procedure	WITN7209010
25 June 2019	TP-198 Fire Safety	WITN7209011