

We've been investigating medication errors linked to difficulties finding and understanding information in clinical guidelines, and developing tools avoid these problems. We've shown that we can reduce medication errors and save staff time, so we are now finding out how best to roll out our approaches more widely in the NHS.

To do this, we need a better understanding of how clinical guidelines are developed, reviewed, approved and updated in the NHS. I'm therefore emailing to ask if you would be able to send us a copy of your organisation's policy for developing, approving, reviewing and/or approving clinical guidelines. We will store these confidentially and analyse them to understand the different processes used across the NHS. We will not share them with anyone outside our research team, or identify organisations who supply policies.

Please find attached a copy of the Health Board policies as follows:

- Policy for the Management of Policies and Written Control Documents
- Policy for the Implementation of New Clinical Procedures