

Reference Number: FOIAH2425/432
From: Private Individual
Date: 05 November 2024
Subject: Recording of MDT Minutes

- Q1 I am writing to enquire if the Trust has a standard documentation form and/or proforma for the recording of the minutes of MDT meetings e.g. attendees, key issues discussed, and decisions agreed etc?
- A1 [No, the Trust does not have a standard document form and/or proforma for the recording of the minutes of MDT meetings](#)
- Q2 If so, could you send me a copy or example please?
- A2 [Information not held, as per A1](#)