**Quality Assurance of   
Case Investigation**

Log of feedback by   
responding to concerns team

**Quality assurance of case investigation**

**Version 1**

**October 2013**

www.revalidationsupport.nhs.uk

**Log of feedback**

This is an information log to be kept by each member of the responding to concerns (RtC) team during the process of investigation. It will provide contemporaneous recording of information which can be used in the quality assurance report to improve processes for future investigations.

**Name of organisation:**

**Name of doctor/case reference number investigated:**

**Name of RtC team member completing log:**

**Designation/role of RtC team member completing log:**

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| --- | --- | --- | --- |
| **Problem** | **Who reported problem?** | **Suggested solution** | **Date** |
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Add further rows as required