

Our Ref: «MATTER_FEE_EARNER_ID»/«client_no»/«matter_no»

25 March 2022

«FW_CN_MED_EXP_FW_CN_ME3_CON_title»
«FW_CN_MED_EXP_FW_CN_ME3_CON_forename»
«FW_CN_MED_EXP_FW_CN_ME3_CON_surname»

Dear «FW_CN_MED_EXP_FW_CN_ME3_CON_title»
«FW_CN_MED_EXP_FW_CN_ME3_CON_surname»

Re: Our Client: «LINKNAME_FORENAME_1» «LINKNAME_SURNAME_1»
Address: «CLIENT_HOUSE», «CLIENT_POSTAL_TOWN»,
«CLIENT_POSTCODE»
Date of Birth: «CLI1_ADD_INFO_FW_CLI1_DOB»
«CLI1_ADD_INFO_FW_CLI1_DOB»

We act on behalf of the above named client in relation to a potential clinical negligence claim arising out of the circumstances of their treatment provided by .

Summary

Our purpose in writing to you is to see whether you would be willing and able to comment on the liability/causation/condition and prognosis issues in this matter. We would ask you to look at the standard of care afforded to our client by .

If you are willing and able to provide a report looking at these issues, we should be grateful if you would respond to the following points so as to avoid any misunderstanding in the future.

1. That you are willing to act on behalf of our client in this claim and will prepare a report on the liability and causal aspects of this potential claim. In your capacity as an expert witness, this will involve your preparing any supplementary reports, attending at conference with counsel, examining the defendant's medical evidence, attending at any expert witness meetings and subsequently attending Trial to provide all evidence. Of course, this does not represent an exhaustive list of your potential work relating to this matter, but we feel it appropriate to inform you of the potential work load prior to formal instructions being sent.
2. [That you were practicing as a NHS specialist at the material time]
3. The fact there is no potential conflict of interest in your reporting on this matter.
4. Your hourly charging rate and the anticipated fee for your report;

5. The time for you to prepare your initial report following our instructions.
6. That to comment on the issues noted above is within your area of specialism.
7. Please provide an up-to-date CV with details of any clinical and medico-legal experience.

We thank you in advance for your assistance in this matter.

Should you require any further information, please do not hesitate to contact the writer on the above number.

Yours Sincerely

**«CALCULATION_FEE_EARNER_DESCRIPTION»
«PRACTICEINFO_PRACTICE_NAME»**