Recipient Name

First Line of Address

Second Line of Address

Region

Postcode

Sender Name

First Line of Address

Second Line of Address

Region

Postcode

16/11/2020

Dear Sir/Madam [Bereavement Midwife/Neonatologist/Obstetrician]

We are writing to you about the recent [stillbirth/neonatal death] of our [son/daughter] [baby’s name] on the [add date].

It is standard care for all Trusts in England [Trusts in Northern Ireland/ Health Boards in Scotland/Health Boards in Wales] to review the stillbirth or neonatal death of any baby or child from 22 weeks of gestation. We are aware that there are different processes for this, but that the [stillbirth/death] of every baby should, at the very least, undergo a hospital review and that this is often undertaken using the Perinatal Mortality Review Tool (PMRT) which recommends that the review should be:

* Multi-disciplinary – including staff representing all areas of care relevant to our family’s care
* Include any questions or concerns we have about our care as [name of baby]’s parents

We have not heard any further information about the review into [name of baby] [stillbirth/death] or about how we might share our experiences, questions and concerns with the review panel.

It is [xx] weeks since our [son/daughter] died and we have yet to understand events around [his/her] [stillbirth/death].

[You may want to add details here about the impact that the lack of communication is having on your wellbeing and how important it is for you to have more information]

Please would you contact us as soon as possible to let us know what stage the review is at and how we might become engaged in that process, as outlined by the PMRT <https://www.npeu.ox.ac.uk/pmrt>

I/We request that this letter be passed on to your Clinical Governance Lead so that they are made aware of our concerns.

With regards