Dear Trust Caldicott Guardian,

I am writing this letter to inform you about the CURFFED (Children's Urgent Reduction of Forearm Fractures in the Emergency Department) national audit. In order to identify whether children's forearm and wrist fractures are managed according to pre-existing BOAST standards, we aim to identify all patients diagnosed with these injuries.

This audit is part of a national collaborative project being run by the South West Surgery in Children Operational Delivery Network (SW SIC ODN). It requires sharing of our anonymised data with the lead study group and we wanted to seek your permission to do so.

Data will be collected locally on the attached password protected spreadsheet and stored on local NHS computers. Once data collection has been completed the hospital numbers and patient identifiable data will be removed and sent via secure NHS email to the national audit leads swsicodn@uhbw.nhs.uk. Data from this study will be retained on NHS servers and will not be removed from the UK. It will be stored centrally for up to three years. The hosting organisation's data controller registration reference with the Information Commissioner's Office is Z7060284.

We would be grateful for your approval to share the audit data with SW SIC ODN.

Should you require any further information about the audit, please do not hesitate to contact me.

Kind regards,

Your name

Please attach a copy of the data collection template