

# Great North Care Record: Clinical Correspondence

## Scenario

This guide explains how to find Clinical Correspondence information in Great North Care Record.

## Who shares Clinical Correspondence?

The following organisations share this information:

Organisations name	Where does it display in the record?
Newcastle upon Tyne Hospitals NHS FT	Clinical Correspondence section
Northumbria Healthcare NHS FT	Clinical Correspondence section
North Tees and Hartlepool NHS FT	Clinical Correspondence section
ChemoCare	Clinical Correspondence section
Connect NENC	Clinical Correspondence section

## Clinical Correspondence Section

This section will show clinical correspondence information from:

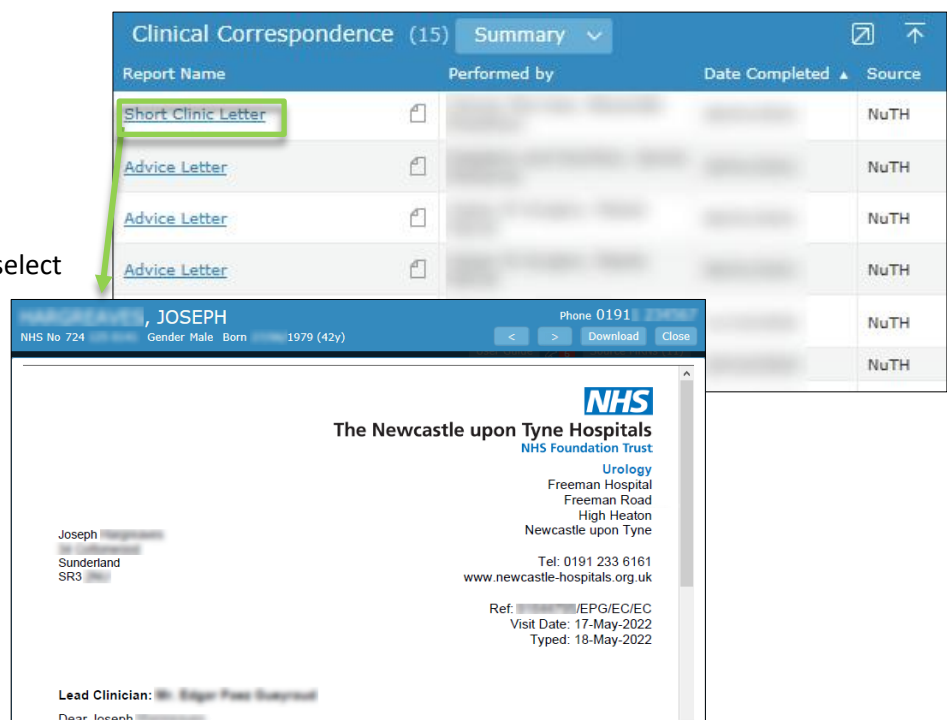
- Newcastle upon Tyne Hospitals NHS FT
- Northumbria Healthcare NHS FT
- North Tees and Hartlepool NHS FT
- ChemoCare
- Connect NENC

### Newcastle upon Tyne Hospitals:

Newcastle upon Tyne Hospitals share:

- Clinical Correspondence
- Advance Care Planning
- Discharge Summaries

Go to 'Clinical Correspondence' then select the document you would like to view.



**Clinical Correspondence (15)** Summary

Report Name	Performed by	Date Completed	Source
Short Clinic Letter			NuTH
Advice Letter			NuTH
Advice Letter			NuTH
Advice Letter			NuTH
Advice Letter			NuTH
			NuTH
			NuTH

**JOSEPH** Phone 0191 233 6161  
NHS No 724 Gender Male Born 1979 (42y) Download Close

**NHS**  
The Newcastle upon Tyne Hospitals  
NHS Foundation Trust  
Urology  
Freeman Hospital  
Freeman Road  
High Heaton  
Newcastle upon Tyne  
Tel: 0191 233 6161  
www.newcastle-hospitals.org.uk  
Ref: /EPG/EC/EC  
Visit Date: 17-May-2022  
Typed: 18-May-2022  
Lead Clinician: Dr. Edgar Paul Stewart  
Dear Joseph

## Northumbria Healthcare NHS FT:

Northumbria Healthcare NHS FT share a range of documents:

1. *Out-patient documents and in-patient discharge summaries* which includes:
  - GP Letters: Letters addressed to the GP following a patients outpatient clinic appointment
  - OP Letters: Letters addressed to the patient and copied to the GP, following a patients outpatient clinic appointment.
  - Results Letters: Letters for the GP and the patient following a patients outpatient clinic appointment
  - Miscellaneous Letters: Letters addressed to the GP following a patients outpatient clinic appointment
2. *Notification of death document*: This is a basic letter informing the GP of a patient death
3. *Summary of death document*: This is a more detailed letter regarding the patients death
4. *Short GP notifications document*: These are short GP notification letters which are used to inform GP's of a variety of information including: medication change / Information for GP / PARC clinic / Tongue tie notification / Serious diagnosis notification / Oncology clinic.
5. *Statement of fitness for work document*: This is a doctor's note signing the patient off work with illness

Go to 'Clinical Correspondence' then select the document you would like to view.

The image shows a screenshot of a clinical correspondence summary table and a sample letter document. The table is titled 'Clinical Correspondence (2) Summary' and has the following data:

Report Name	Performed by	Date Completed	Source
WGH_Card_OP		14/11/2024 15:55:29 GMT	NHNFT
NT_ElMad_OP		14/11/2024 15:53:21 GMT	NHNFT

A green arrow points from the 'WGH\_Card\_OP' row in the table to a sample letter document. The document is titled 'Niles' and is from Northumbria Healthcare NHS Foundation Trust. It is addressed to Mr Niles at North Tyneside General Hospital. The letter is dated 14/11/2024 and is marked as 'Private & Confidential'.

Our Ref: TA/TA/T5E  
NHS No: 854

**Private & Confidential**  
Mr Niles  
North Tyneside General Hospital  
Rake Lane  
North Shields  
Tyne And Wear  
NE29 8NH

Department of Cardiology  
Wansbeck General Hospital  
Tim  
Test Dictation Author  
Secretary Tel: 0191  
Email:

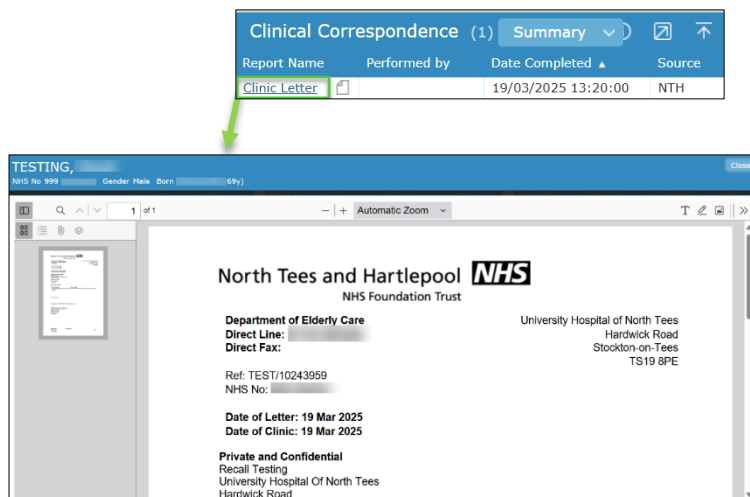
Date of clinic: 14/11/2024  
Date dictated: 14/11/2024  
Letter typed: 14/11/2024

## North Tees and Hartlepool NHS FT:

North Tees and Hartlepool NHS FT share:

- Clinic letters
- In-patient discharge letters
- Theatre discharge letters
- Emergency discharge letters.

Go to 'Clinical Correspondence' then select the document you would like to view.



## ChemoCare:

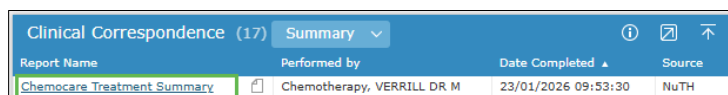
ChemoCare is a system used for cancer treatment. A treatment summary will be shared from ChemoCare by the following trusts:

- Newcastle upon Tyne Hospitals NHS FT
- Northumbria Healthcare NHS FT
- North Cumbria Integrated Care NHS FT
- Gateshead Health NHS FT

The 'ChemoCare Treatment Summary' will appear in the Clinical Correspondence widget. Go to 'Clinical Correspondence' then select the document you would like to view.

A new ChemoCare Treatment Summary document will be created every time a new treatment is prescribed to a patient under a new programme of care. Treatment notes and alerts from Chemocare will appear on the first page of the summary, followed by patient's programme of care and treatment information on subsequent pages.

*Please note:* The 'Date Completed' on the widget is the date which the document was created. When the document is updated on the ChemoCare system, an updated version of the document will appear in GNCR. However, the 'Date Completed' section will not change.



The screenshot shows a detailed treatment summary for a patient with 'Carcinoma of Breast'. It includes diagnosis dates, protocol details, and a table of drugs administered. The table has columns for 'day', 'drug', 'dose', 'route', 'detail', 'disp given', 'ward', 'drug type', and 'dna'.

day	drug	dose	route	detail	disp given	ward	drug type	dna
1	FREE FLOWING INFUSION	500ml	IV Infusion	SODIUM CHLORIDE 0.9%	0	N36D	Other	
1	ONDANSETRON	8mg	ORAL		0	N36D	Anti-Emetic	
1	DEXAMETHASONE	8mg	ORAL		0	N36D	Corticosteroid	
1	CHLORPHENAMINE	10mg	IV Bolus		0	N36D	Anti-Histamine	
1	PACLITAXEL	162mg	IV Infusion	SODIUM CHLORIDE 0.9%	0	N36D	Cytotoxic	
1	CARBOPLATIN	0mg	IV Infusion	Glucose 5%	0	N36D	Cytotoxic	
1	ONDANSETRON	8mg	Oral	BD for 2 DAYS	0	N36D	Anti-Emetic	
1	DEXAMETHASONE	4mg	Oral	BD for 1 DAY	0	N36D	Corticosteroid	
1	METOCLOPRAMIDE	10mg	Oral	TDS for PRN	0	N36D	Anti-Emetic	
8	FREE FLOWING INFUSION	500ml	IV Infusion	SODIUM CHLORIDE 0.9%	0	N36D	Other	
8	ONDANSETRON	8mg	ORAL		0	N36D	Anti-Emetic	
8	DEXAMETHASONE	8mg	ORAL		0	N36D	Corticosteroid	
8	CHLORPHENAMINE	10mg	IV Bolus		0	N36D	Anti-Histamine	
8	PACLITAXEL	162mg	IV Infusion	SODIUM CHLORIDE 0.9%	0	N36D	Cytotoxic	
8	CARBOPLATIN	0mg	IV Infusion	Glucose 5%	0	N36D	Cytotoxic	
8	ONDANSETRON	8mg	Oral	BD for 2 DAYS	0	N36D	Anti-Emetic	
8	DEXAMETHASONE	4mg	Oral	BD for 1 DAY	0	N36D	Corticosteroid	
8	METOCLOPRAMIDE	10mg	Oral	TDS for PRN	0	N36D	Anti-Emetic	
15	FREE FLOWING INFUSION	500ml	IV Infusion	SODIUM CHLORIDE 0.9%	0	N36D	Other	
15	ONDANSETRON	8mg	ORAL		0	N36D	Anti-Emetic	
15	DEXAMETHASONE	8mg	ORAL		0	N36D	Corticosteroid	
15	CHLORPHENAMINE	10mg	IV Bolus		0	N36D	Anti-Histamine	
15	PACLITAXEL	162mg	IV Infusion	SODIUM CHLORIDE 0.9%	0	N36D	Cytotoxic	
15	CARBOPLATIN	0mg	IV Infusion	Glucose 5%	0	N36D	Cytotoxic	
15	ONDANSETRON	8mg	Oral	BD for 2 DAYS	0	N36D	Anti-Emetic	
15	DEXAMETHASONE	4mg	Oral	BD for 1 DAY	0	N36D	Corticosteroid	
15	METOCLOPRAMIDE	10mg	Oral	TDS for PRN	0	N36D	Anti-Emetic	



## Connect NENC:

Connect NENC is a digital referral platform which NHS Foundation Trusts within North East and North Cumbria participate in. For further information regarding which trusts share, please find more information on their website - [Connect NENC](#).

When a trust creates a referral to another trust in Connect NENC an open referral will be sent to GNCR and appear in the Clinical Correspondence section. When the document is updated, the updates will not appear on GNCR. However, when the document is closed, the updated version will appear in GNCR. *Please note:* There is an auto closure after 28 days.

Go to 'Clinical Correspondence' then select the document 'Referral Summary' you would like to view.

The image shows a screenshot of the 'Clinical Correspondence' interface. At the top, there is a header bar with 'Clinical Correspondence (1) Summary' and a dropdown menu. Below this is a table with columns: Report Name, Performed by, Date Completed, and Source. The 'Referral Summary' document is highlighted in the table. A green arrow points from the 'Referral Summary' entry in the table to a larger screenshot of the document details page.

The document details page is for 'Neurosurgery' and includes the following information:

- Patient Pass Referral:**
  - Opened: 9 Feb 2026 - 10:04
  - Closed: 9 Feb 2026 - 10:07
  - Closed reason: Patient transferred
- Owner details:**
  - Owner: [Redacted]
  - Email: [Redacted]
- Patient Details:**
  - Patient: [Redacted]
  - NHS #: [Redacted]
  - Gender: Female
  - D.O.B.: [Redacted]
  - Ward / Location of patient: Ward 34
  - Primary: Spinal
  - Secondary: Tumour
  - Tumour type: Extradural
  - Urgency: Urgent
  - Closed referrals: Acknowledged
- Referrer Details:**
  - Are you the supervising consultant: yes
  - Referrer phone: 0777777777
  - Hospital: Royal Victoria
  - Email: [Redacted]
  - Clinician: [Redacted]
  - Position: [Redacted]
  - Grade: [Redacted]
  - Created by: [Redacted]