



THE SCOTTISH OFFICE

Department of Health

NHS
MEL(1998)25

COMMON SERVICES AGENCY	
RECEIVED	
09 APR 1998	
FILE NO.	
REFERRED TO	ACTION TAKEN
AS KW	9/17 16/4

NHS Management Executive
St. Andrew's House
Edinburgh EH1 3DG
9th April 1998
Telephone 0131-244
Fax 0131-244 3487
April 1998

Dear Colleague

**Year 2000 (Millennium Time-Bomb)
Date problems in Computer Systems and Microprocessor-
Based Systems and Equipment**

Summary

1. NHS MEL(1996)72 alerted the NHSis to the Year 2000 date problem and initiated an urgent programme of work to ensure that serious problems do not arise when computerised systems and other microprocessor-controlled equipment has to deal with dates in the Year 2000 and beyond. Regular guidance material and briefings have been issued to the service and NHS MEL(1998)12 confirmed the importance that the Government attaches to the issue. Among other things it required Health Boards to identify an Executive Director who would take corporate responsibility for resolution of the issue and to provide quarterly progress reports to meet specific target dates set for Government Departments.

2. The purpose of this letter is to:

- require Health Boards to provide contractors in primary care services with advice and, where appropriate, assistance to help them in tackling the Year 2000 problem;
- require Health Boards to identify an individual who will be the Board's primary care contact for Year 2000 issues;
- inform Boards of a Year 2000 event for such individuals on 29 April 1998.

Action Required

3. Each Health Board is asked to notify me of an individual who will be the Board's primary care contact for Year 2000 issues.

Addressees

For action:
General Managers, Health Boards

For information:

Chief Executive, Health Education
Board for Scotland

Executive Director, SCPMDE

Chief Executives, NHS Trusts,

General Manager, Common Services
Agency

General Manager, State Hospitals
Board for Scotland

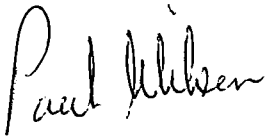
Enquiries to:

Dr K G Brotherston
NHS Management Executive
Room 368
St Andrew's House
EDINBURGH EH1 3DG

Tel: 0131-244 2275
Fax: 0131-244 2069

4. It is acceptable for one individual to fill more than one of the roles of nominated Executive Director, Health Board Year 2000 contact or Year 2000 Primary Care contact.
5. Year 2000 briefing will be held for primary care on 29 April 1998 in The Scottish Health Service Centre in Edinburgh. Invitations will be sent to each Board shortly. The person attending should normally be your Board's Year 2000 primary care contact. A deputy should be sent if this is not possible.
6. Health Board Year 2000 co-ordinators will also be invited to this event.

Yours sincerely

A handwritten signature in cursive script that reads "Paul Wilson".

PAUL WILSON
Director of Trusts