Please Don't Go! Staff member contacts Please Staff member contacts DND/ Matron direct Don't Go email and is directed to Matron / DND Matron / DND speaks to member of staff using guidance Directs query to appropriate person/dept/ward. If member of staff is from a different division, send to relevant Matron / DDN Matron / DND takes to relevant Divisional Resource panel for approval Feed back to

member of Staff

