[](http://nww.intranet.rdash.nhs.uk/home/corporate-templates/rotherham-doncaster-and-south-humber-nhs-foundation-trust-rgb-blue/)

**Document Title**

**Standard Operating Procedure /**

**Procedure (Manual)**

#### 

|  |  |
| --- | --- |
| **DOCUMENT CONTROL:** | |
| **Version:** |  |
| **Ratified by:** |  |
| **Date approved:** |  |
| **Name of originator/ Author:** |  |
| **Name of responsible individual:** |  |
| **Unique Reference Number:** |  |
| **Date issued:** |  |
| **Review date:** |  |
| **Target Audience** |  |

**1. AIM**

XXX

**2. SCOPE**

XXX

**3. LINK TO OVERARCHING POLICY**

XXX

**4. PROCEDURE**

XXX

**5. APPENDICES**

XXX