

**Guidance notes on submitting a primary care trust (PCT) committee structure chart:**

We are requesting a committee structure chart that shows the chain of accountability and reporting of your PCT's clinical governance committees that report ultimately to the board.

If you have an existing document please send a copy. Otherwise please use the template to show, as a minimum, the relationship between the board and the Professional Executive Committee, management team, clinical governance committee, health improvement and modernisation committee, and the prescribing and medicines management committee.

