

[PCN Name]

Conflict of Interest Policy

1. All members of the [X] Primary Care Network (PCN) Committee shall use all best endeavours to avoid any conflict of interest. This shall include avoiding actual or potential conflicts of interest.
2. The purpose of this policy is to protect the integrity of the PCN Committee's decision-making process, to ensure PCN members have confidence in the integrity of the PCN, and to protect the integrity and reputation of the PCN Committee.
3. Examples of conflicts of interest include, but are not limited to, the following:
 - a. A PCN Committee member who is also on the board of directors of a limited company/organisation where that limited company/organisation has an arrangement with the PCN;
 - b. A PCN Committee member who is also on the governing board of the Clinical Commissioning Group.

For the avoidance of doubt, and for the purposes of identifying a conflict, an actual or potential conflict may also include a director's spouse, partner, sibling, or any other family member.

4. Upon appointment, each PCN Committee member shall make a written declaration of interests that could result in an actual or potential conflict of interest. This written disclosure will be kept and filed on a conflict of Interest register by the Clinical Director and will be updated as appropriate.
5. In the course of meetings or activities, PCN Committee members shall disclose any interests in a transaction or decision where there may be a conflict between the PCN's best interests and the PCN Committee member's best interests, or a conflict between the best interests of two parties the PCN Committee member is involved with.
6. Further to clause 5 above, subsequent to any disclosure of a conflict, the following options may apply to any PCN Committee member:

Option 1: After disclosure, the PCN Committee member may be asked to leave the room and may not be able to take part in the decision, depending on the reasonable judgement of the other PCN Committee members present at that time.

Option 2: After disclosure, the PCN Committee member may be asked to leave the room and will not be able to take part in the decision.

Option 3: After disclosure, the PCN Committee member may not be asked to leave the room immediately until such time as the other PCN Committee members see fit.

Option 4: The PCN Committee member may be asked to step down from the Committee

7. Any such disclosure and the subsequent actions taken will be noted in the minutes.
8. This policy is meant to supplement good judgment, and PCN Committee members should respect its spirit as well as its wording.

Policy Approval Date:

Policy Effective Date:

Amended Dates: