



Moving Medicine

Information and IT Governance Matrix

You can use this matrix as a guide and checklist to help you with your Governance framework. There are lots of useful documents and information within the Active Hospital Toolkit to assist you in planning and developing your Governance framework.

Activity	CQC Domain	Resources	Local examples
Patient Information leaflet	Effective, safe, well led	<ul style="list-style-type: none"> ○ Patient information leaflet Trust sign off ○ Consent forms for photographs 	<ul style="list-style-type: none"> ○ Patient information leaflets
Promotional material	Safe, well led	<ul style="list-style-type: none"> ○ Estates guidance for posters 	<ul style="list-style-type: none"> ○ Posters
Promotional films	Safe, well led, effective	<ul style="list-style-type: none"> ○ Signoff process for videos ○ Consent forms 	<ul style="list-style-type: none"> ○ Videos
Adhering to information governance requirements	Safe	<ul style="list-style-type: none"> ○ Mandatory training requirement of all NHS staff in Information governance 	<ul style="list-style-type: none"> ○ Staff training record
Storage of project data	Safe, well led	<ul style="list-style-type: none"> ○ Mandatory training requirement 	<ul style="list-style-type: none"> ○ Trust drive and access requirements ○ Outcomes database
Influencing IT systems	Effective	<ul style="list-style-type: none"> ○ Physical activity calculator 	<ul style="list-style-type: none"> ○ Maternity case study
Influencing learning systems	Effective, well led	<ul style="list-style-type: none"> ○ Design section – insight learning and design 	<ul style="list-style-type: none"> ○ Education and training resources pages

Adapted from Pearson B et al. The clinical governance of multidisciplinary care. *International Journal of Health Governance*. 2017;22(4):246-50.