**Covering letter / email to be sent to the RCS when requesting an invited review**

Professor Timothy Rockall FRCS

Chair of the Invited Review Mechanism

Professional and Clinical Standards

The Royal College of Surgeons of England

35-43 Lincoln’s Inn Fields

London

WC2A 3PE

Dear Professor Rockall

I am writing to request that the RCS undertakes an invited review of *[name of individual consultant surgeon / surgical service / x number of clinical records]* at *[name of hospital Trust/Health Board]*.

I can confirm that I accept the conditions attached to the review as set out in the RCS invited review handbook.

I look forward to hearing from you.

Yours sincerely,

Medical Director