

Role Description

Patient & Public Involvement and Engagement (PPIE) Lay Leader

National Institute for Health Research (NIHR) Yorkshire and Humber Patient Safety Translational Research Centre (PSTRC)

Summary

The purpose of the NIHR Yorkshire and Humber PSTRC is to carry out research that makes healthcare safer by developing and testing new ideas and innovations. We work with academics, healthcare professionals, patients, carers and the public to ensure we address the patient safety challenges being faced across the health and social care sectors, now and in the future.

Background

The PSTRC is a partnership between Bradford Teaching Hospital NHS Foundation Trust and the University of Leeds. We are funded by the National Institute for Health Research (NIHR) and have been awarded £3 million pounds over the next five years (from August 2017) to carry out research focussing upon making healthcare safer. This centre is one of three PSTRCs in England which includes, Imperial PSTRC and the Greater Manchester PSTRC.

Our focus is on four research themes over the next five years:

- The central role of patients and their carers
- Creating workplaces that people want to work in
- The safer use of medicines
- Using digital technology to improve safety.

Patient & Public Involvement and Engagement (PPI/E)

A key commitment of the Yorkshire and Humber PSTRC is to actively involve and engage patients and the public in our research. The structure of PPIE within the centre consists of PPIE lay leaders, a Citizen Participation Group and the Quality and Safety patient panel.

Roles and responsibilities

The primary purpose of this **voluntary role** is to **support, advise and provide assurance** to researchers with regard to PPIE activities for work conducted within the centre. The Lay Leaders report to the PPIE research lead for the centre and are accountable to the PSTRC

Executive Board and report to the PSTRC Advisory Board. The PPIE lay leaders are expected to attend face-to-face meetings or when not available via telephone/conference call. These are generally held on a monthly basis. Other PPIE activities include:

- Develop the PPI/E strategy with researchers, stakeholders
- Working with patients and the public to identify research priorities
- Represent the PSTRC at local, regional and national meetings/events
- Contribute to the PPIE section of the PSTRC annual report as required by the NIHR
- Working with researcher to develop/design PPIE plans as part of the research process
- Acting as a signpost to relevant local community groups and networks for PPIE activities related to PSTRC work

Qualities and key skills

We are seeking individuals that are able to listen and feel confident to question decisions made within the research team/group. This is to help ensure the research conducted remains grounded and relevant with regard to what matters most to patients and public, and NHS priorities. You should have experience and knowledge of patient and public involvement work, ideally at a strategic level.

Matters for consideration by PPIE lay leaders

Conflicts of Interest

As a lay leader you will be required to disclose any involvement you may have with other organisations or if you have any corporate or commercial interests which may result in a conflict of interest with the work of the PSTRC.

Confidentiality

As a lay leader within the PSTRC you may be asked not to share sensitive or confidential information that you may have received as a result of your position. This may be discussed with the PPIE Lead and /or the research theme leads.

Remuneration

PPIE lay leaders will be paid for their expenses and time, in recognition of the contribution they have made to the work carried out by the PSTRC. The rate of payment will be dependent of the type and length of activity, and will be reviewed annually (See Table 1).

Type of PPI/E activity	Frequency	Hourly Rate
Meetings		
· Theme Research Team (1-2 hours)	Monthly	£20.00
· Executive Board meetings (2-3 hours)	Quarterly	
· Advisory Board meetings (2 hours)	6 monthly	
· Preparation time before and after meetings	As required	
PPI/E activities		
· Working directly with patients and the public / outside formal meetings	As required	£20.00
· Working with research team e.g. writing activities, co-design activities, facilitation of research activities		
Training and conferences		
· Attending external training or conferences	As required	Expenses for events, travel and accommodation will be

Table 1: Remuneration rates for PPI/E lay leader activities

Support and training

The PPIE lay leader will be able to access support and advice from the PPIE lead for the PSTRC and other supporting staff. Training opportunities will be provided as appropriate to assist with the on-going development of the role.

Further information

If you have any further questions about this role please do not hesitate to contact:

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You can also find useful information about the PSTRC, NIHR and our research on these websites:

Yorkshire and Humber PSTRC

www.yhpstrc.org

National Institute for Health Research (NIHR)

www.nihr.ac.uk

National Institute for Health Research (NIHR) INVOLVE website

INVOLVE was set up in 1996 and is partly funded by NIHR to support active public involvement in NHS, public health and social care research. Its purpose is to bring together expertise and experience in the area of public involvement in research, in order to further the role of the public in the research process.

<http://www.invo.org.uk/>

Yorkshire Quality and Safety Research group

<http://yqsr.org>

Glossary of terms

NIHR	National Institute for Health Research
PPIE	Patient and Public Involvement and Engagement
PSTRC	Patient Safety Translational Research Centre
YQSR	Yorkshire Quality and Safety Research group