

Patient & Public Involvement & Engagement (PPIE) Strategy: 2019 - 2023

Background to HSCWRU

The National Institute for Health Research (NIHR) Policy Research Unit in Health & Social Care Workforce (HSCWRU) is a research partnership between King's College London and the Institute for Fiscal Studies, formed in 2019. We are a NIHR funded Policy Research Unit (PRU) with the central aim of assisting the Department of Health and Social Care, and wider society, by producing research evidence of the highest quality. The views and experiences of those who use health and social care services, the family and friends that care for them, and the workforces who provide those services, are vital to HSCWRU's research, offering expertise and insights. We believe that the strength of our research is dependent on our responsiveness to all those voices.

Our approach to Patient & Public Involvement & Engagement (PPIE)

Our approach has been to strive for a meaningful and structured programme of PPIE (whilst the term 'refers to 'patients', we always include people using social care services in our definition). A priority during our first year was to recruit our PPIE Advisory Group (PPIEAG), and we celebrate the range of diverse, independent and informed viewpoints that Group members bring. Members' profiles are available at: www.kcl.ac.uk/scwru/ppie

PPIEAG's role is as a 'critical friend' - to ask the questions that are important to people using health and care services and those that care for them - 'experts by experience' - and to collaborate with the HSCWRU research team to ensure that those perspectives are considered throughout the lifecycle of the Unit's work: from setting strategic direction and research priorities (where possible), study design, monitoring progress, reviewing findings, supporting dissemination and capturing impact.

In this document we outline HSCWRU's Strategy for Patient & Public Involvement & Engagement (PPIE). This Strategy was drafted collaboratively by our PPIE Advisory Group members and research team and was informed by national developments in PPIE, including the NIHR INVOLVE [National Standards for Public Involvement in Research](#).

HSCWRU PPIE Objectives

We have agreed four objectives that guide our PPIE approach and activities 2019 – 2023:

1 Establish a strong PPIE approach for HSCWRU

How will this be achieved?	Measure(s) of success	Timing
Recruit effective PPIE Advisory Group, chaired by PPIE Lead	Lead appointed; members recruited; PPIE webpages created with members' profiles	May 2019
Schedule programme of half-day PPIE meetings	Dates circulated in advance; meetings three times per year are productive and well attended	Ongoing 2019 - 23
Build strong fruitful relationships between PPIEAG members and researchers based on mutual respect and open dialogue	Researchers attend PPIEAG meetings, which include time for informal discussion; PPIEAG members are invited to HSCWRU events	X3 per year and ad hoc
Agree PPIE Advisory Group Terms of Reference; ensure PPIE contributions are financially supported and rewarded	Terms of Reference reviewed at first Advisory Group meeting; PPIE budget clarified; payment and expenses policy agreed and implemented	May 2019 onwards

Identify key research team members who will liaise with and support the PPIE Advisory Group and wider PPIE activities	Janet Robinson to lead administrative and financial support to Group. Caroline Norrie to be lead point of contact with research team and offer notetaking at PPIEAG meetings	May 2019 onwards
PPIE Advisory Group to produce PPIE Strategy in collaboration with research team	Strategy drafted, commented on, edited, agreed by all; shared with wider stakeholders	2019 - 2020
HSCWRU researchers take responsibility for promoting PPIE in all their work	Researchers attend training and/or maintain knowledge of PPIE good practice and develop that practice in their own research	Ongoing 2019 - 23

2 Embed PPIE throughout Unit thinking and practice

How will this be achieved?	Measure(s) of success	Timing
PPIE is a standing item at HSCWRU Team meetings and Director meetings; invite the PPIE Lead to contribute to all those meetings	Agenda item confirmed; PPIE discussed; PPIE Lead in attendance or inputs separately; notes of meetings shared	Ongoing 2019 - 23
Ensure Unit research proposals, tools, policy briefings, reports, etc, benefit from PPIE input, as do other opportunities to shape research agendas, eg responses to consultations	All researchers ensure items are scheduled for consideration by the PPIEAG, including between meetings for rapid response work	X3 per year plus ad hoc
Identify capacity building opportunities for PPIEAG members, including events, training, etc. Maximise knowledge exchange between researchers and members; encourage members to develop topics or skills of interest related to the Unit work programme	All researchers and PPIEAG members scope and share capacity building opportunities (standing item at PPIEAG meetings), and facilitate formal and informal in-meeting learning and knowledge exchange	Ongoing 2019 - 23

3 Strive for a broad, inclusive and creative approach beyond PPIEAG activities

How will this be achieved?	Measure(s) of success	Timing
Maximize wider HSCWRU PPIE activities, including via Advisory Groups for individual projects and via user, carer and community groups; continue to explore new creative approaches, as timely and appropriate	Researchers liaise regularly with a wider range of service user, carer, patient and public stakeholders to offer opportunities to participate in our studies and events	Ongoing 2019 - 23
Feedback in appropriate formats to the wider range of individuals, groups and communities on how they have shaped our research and its immediate and ongoing impact	PPIEAG assist reviewing for 'plain English'; researchers strive to make accessible information available and disseminate via presentations, newsletters, social media, etc.	Ongoing 2019 - 23

4 Capture and report PPIE activity and impact and review for improvement opportunities

How will this be achieved?	Measure(s) of success	Timing
Data collected systematically by researchers and PPIEAG members on PPIE activities and their impact on the work of the Unit	Regular collation and reporting of activities and impact shared at all PPIAG meetings; 'You said - we did' feedback given by researchers	X3 per year plus ad hoc
Annual Review of PPIE Advisory Group and wider PPIE roles, activities and impact by PPIEAG members and researchers	Annual Report produced, including good practice and case study examples; PPIE webpages kept updated as a depository	Annually