

## **Surgical MIC PPI Contributor Role Description**

The NIHR Surgical MedTech Co-operative (MIC) supports the development of new technologies in the fields of colorectal, vascular and liver, pancreas and gall bladder (hepatopancreaticobiliary/HPB) surgery, improving both healthcare and quality of life for patients. Through our nationwide network of clinicians, engineers, scientists, industry and patients, we identify new areas in need of innovation, support research to address these clinical problems, and provide a resource for evaluating new surgical technologies within the NHS, helping them to move into clinical practice.

The objectives of the Surgical MIC are to:

- Develop research collaborations
- Fund relevant pilot/proof-of-concept studies to support larger-scale research projects, device development, health economics and care pathways
- Leverage additional funding to undertake full-scale studies

Ensuring that patients and the wider public are involved in these activities undertaken within the Surgical MIC is a key priority for us. Patients and the public bring a wealth of experience and provide valuable perspectives on the way that medical technology is developed.

### **Responsibilities of PPI Contributors**

The main purpose of this role is to provide a public and patient perspective into research projects.

- You will be expected to attend and contribute to meetings which will plan, monitor and review the work of this research project.
- You will be asked to provide specific insights based on your own experience (or that of people you support) in relation to a specific illness or condition, or your experiences of health services. While we ask that you speak directly from your own experiences, PPI work is not an opportunity for discussions about the specifics of your medical treatment. Your input should be aimed at helping the researchers to understand their work from the point of view of someone who experiences the topic

of the research.

- You will be asked to review documents – assessing their suitability for a general public audience.
- You may be asked to contribute ideas on the suitability of research for potential participants.
- You may be asked to contribute ideas and input into recruiting or advertising to potential research participants.
- You may be asked to devise new documents
- Researchers are required to produce plain English summaries of their work, you may be asked to review them for their readability.
- You may be asked to contribute to the design of questionnaires or other aspects of the research which will be received by patients and members of the public
- You may be asked to help interpret the results that researchers are gathering
- You may be asked for ideas on how to disseminate the results of research to the people who would most benefit from them
- You may be asked to take part in telephone conference calls or to work remotely via email, not meeting in person with the researcher or other PPI Contributors.
- You may be asked to provide feedback on the impact of your PPI role

### **Ways of working**

Meetings will usually be held in Leeds, however there may be instances where meetings are held in other locations, by phone call or online (dependent on investigator location).

### **What skills are required?**

- An interest in health and social care services and enthusiasm to contribute to making changes to clinical services that reflect best practice
- An interest or knowledge of health sciences and research evidence
- Knowledge about local communities
- Good communication skills with the ability to talk to a wide range of people face to face
- Excellent team working skills
- Ability to confidently express your views at meetings attended by a range of professionals
- A willingness to listen to, and consider, different perspectives and opinions
- An ability to challenge current thinking in ways that are both creative and supportive

- The ability to manage and plan your own time
- The commitment to attend meetings as agreed (medical condition allowing)
- The commitment to prepare for meetings by reading information sent to you in advance
- To give and maintain a firm commitment to keep our research confidential and declare any conflicts of interest if they arise

### **Duration of appointment**

This will be the same as the duration of the research project. This can vary from one day to 12 months.

### **Learning and support**

Support for the role will be provided and tailored to individual needs and requirements. An induction programme and the opportunity to work with a mentor can be provided.

### **Covering Expenses**

By “covering expenses” we mean either paying for the costs directly or reimbursing the costs that are incurred by a member of the public while being involved in Surgical MIC related activity. All out of pocket expenses will be covered, e.g. travelling by car/bus etc. Refreshments will be provided at all meetings.

### **Payment**

By “payments” we mean payment made to members of the public for their input of time, skills and expertise. Payments are aligned to INVOLVE guidelines and will be offered at £20 per hour of each meeting, £75 for half a day and £125 for a full day. This payment would cover the time and any other associated costs e.g. printing. Payment will be made following submission of the claim form we will provide. Payment can also be in the form of shopping vouchers if required.

### **Confidentiality and non-disclosure of information:**

Confidentiality must be maintained in relation to any personal information and information related to personal health the PPI Communications Lead gathers through personal and electronic contact with other PPI Advisers, or users of NHS and social care services. Any information related to Surgical MIC activities must be treated in confidence.

### **Contact:**

For further information about Patient and Public Involvement in Surgical MIC,

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