

## The Department of Health Sciences (DoHS)

The University of York DoHS is a large and multi-disciplinary research and teaching department. It has an international reputation for research that improves health and healthcare.



## Why we set up the PPI committee

Patient and public involvement (PPI) is vital for designing and conducting effective research and teaching activities within DoHS. The PPI Committee was established to share, build and improve upon PPI practice within the DoHS.

## How we set up the PPI committee

A small working group was established and discussions were held to share best practice, identify resources and support. Colleagues from another University department (the Centre for Reviews and Dissemination) provided invaluable advice, based upon their experiences of their already established PPI group. The working group drafted the PPI Committee terms of reference, policy for recruiting members and payment policy for lay persons.

## Aims of the PPI Committee

- To identify and promote sources of support, advice, guidance and training for staff and lay members of the public involved in teaching and research.
- Develop appropriate documents to support the development of PPI within the Department, while connecting with broader University policies (e.g. Research Impact Strategy).

# Establishing a University departmental PPI (patient and public involvement) committee

- Identify, share and disseminate existing PPI expertise and resources.
- Provide a forum for the discussion of progressing PPI.
- Guide the development of recommendations for further work.



## iii) Website

[www.york.ac.uk/healthsciences/research/research-in-healthsciences/ppi/](http://www.york.ac.uk/healthsciences/research/research-in-healthsciences/ppi/)

We established a website to (i) disseminate information about PPI within the department, the University and the wider research community and (ii) to establish resources for people involved in PPI.

A wide range of information can be accessed including agendas and minutes of meetings, departmental policies that relate to PPI, and links to relevant websites and resources including an FAQ section for people new to PPI.

## Membership

The PPI Committee has 14 diverse members from research, teaching, marketing and lay backgrounds. It is led by two co-chairs and meets bi-monthly.

## Achievements to date

### i) Launch event

The PPI Committee held a launch event in January 2014 and attendees were given the opportunity to learn more about PPI services from the Research and Design Service and the Clinical Research Network.

### ii) Learning needs assessment

A survey of DoHS staff ( $n = 27$ ) said they wanted to learn more about:



## Equality between members

To address institutional barriers to full involvement by lay members, the PPI Committee has: (i) Agreed a payment policy to remunerate lay members on an equal basis to paid staff; (ii) Established equal access to University facilities (such as the library, online resources, email and IT support) and (iii) Given lay members Honorary Staff status.

## Future plans

- The PPI Committee will hold a PPI Awareness raising event in December 2014. There will be presentations and interactive sessions addressing a wide range of topics ranging from costing PPI into research proposals, writing for a lay audience to involving patients/lay people in research studies.
- To broaden the remit of the PPI Committee to include the additional departments being grouped in the new faculty structure.

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