

## How to make a request for advice from the Panel

The panel is free to access by all staff contracted to work for the YQSR or the Improvement Academy. It is also available to other interested parties (e.g. NHS staff, academics) working on initiatives related to quality and safety, by request, and depending on agenda availability. Funding may be required if these requests require input from the panel that is additional to normal panel meetings.

### 1. Request a slot on the panel's agenda

Contact either panel convenor: Liz Thorp (YQSR) or Claire Marsh (Improvement Academy), to request an agenda slot. Requests should be made at least a week before panel meetings. The earlier the better.

*liz.thorp@bthft.nhs.uk / claire.marsh@bthft.nhs.uk*

### 2. Prepare and circulate documents beforehand

If staff wish to circulate any documents or questions prior to the meeting, these should be presented in a format accessible to a lay audience, and circulated with adequate time to allow panel members to read what is circulated and ask questions if necessary before the meeting.

### 3. Attend the meeting

Staff should attend the meeting in person and present their requests for input in an accessible manner, allowing panel members to voice their opinions, and should respect these different perspectives. Adequate time should be allocated for discussion and questions/answers.

### 4. Report progress at a later date

Staff tabling an item should report back to the panel at a later date regarding progress, via email or subsequent meeting as appropriate. If possible, the process for this progress report should be agreed at the first panel meeting attended.

#### Panel Dates in 2017

The panel meets every 2 months on a Thursday  
5.00pm-6.30pm, at the Bradford Institute for Health Research  
*January 26<sup>th</sup> / March 16<sup>th</sup> / May 25<sup>th</sup> / July 6<sup>th</sup>  
September 21<sup>st</sup> / November 23<sup>rd</sup>*



## Patient & Public Involvement (PPI) in improving quality & safety in health care



## Working with the Quality & Safety Patient Panel

# The Yorkshire Quality & Safety Patient Panel

## About the panel

The aim of the panel is to support the Yorkshire Quality & Safety Research Group (YQSR) and the Improvement Academy (IA) by providing informed patients' (and their carers) perspectives to researchers and improvement specialists throughout projects. The panel currently comprises 7 members of the public, each with a wealth of knowledge about health services in the region (currently West Yorkshire focussed but membership is expanding). Members are well connected to other forums, networks and groups such as Healthwatch, chaplaincies, NHS Boards, community groups and various health service user groups. The panel are therefore able to draw not just on their own personal experiences of care, but from an understanding of the wider populations' needs, priorities and concerns. The panel is chaired by a lay member - Ruby Bhatti, and convened by two members of staff - Liz Thorp (YQSR) and Claire Marsh (Improvement Academy).

## What advice can the panel provide?

- **identifying priority areas for projects**
- **identifying, accessing, recruitment and involvement of patients and the public in individual projects**
- **communicating using lay language**
- **dissemination of project findings**

As well as providing guidance on these specific areas, the panel can help researchers and improvement specialists to develop a PPI plan for their project, using the template contained in the accompanying guide: **'A step-by-step planning template for improvement specialists and researchers'**. This supports innovative methods of involvement tailored to different projects. needs.

## Our current panel members

**Ruby Bhatti** is a solicitor in Bradford, lay member for governance (Bradford City CCG), member of Bradford University Service User & Carer Group (Health Faculty) and has many years of experience in the voluntary & community sectors.

**David Walker** is currently on the Bradford Teaching Hospitals Innovations Group and on their Board of Governors. He is on a research user group for frailty oversight, has experience of hospital volunteering, of a GP Patient Participation group and family experience of the needs of people with Alzheimer's.

**Lynn Asquith** is retired with over 35 years working in the NHS and previously chaired a GP Patient Participation Group and a PPI group of a Primary Care Trust. She is a Healthwatcher, Trustee of the Charity 'Equality Together' for disabled people and their families & carers, and has taken part in several clinical trials. Lynn is also a soroptimist.

**Mohammed Junaid** has worked for the NHS for 10 years in supporting community services. Junaid has voluntary experience with Manningham Library Project, elderly groups, Cricket UK, is a member of a GP Patient Participation Group and has learnt to read the holy Quran by heart.

**Hoshiar Singh** is a retired Environmental Health Officer, currently working as a Sikh Chaplain and a Sessional Interpreter for Bradford Teaching Hospitals NHS Foundation Trust. Hoshiar is also a carer for his wife who has a chronic condition.

**Richard Brown** is vice-chair of a GP Patient Participation Group, a member of a diabetes patient and public involvement group, committee member of Bradford Diabetes UK group and an expert patient on Bradford Diabetes Prevention and Service Transformation Group.

**Jean Gallagher** is a founding member and chair of the Bradford University Service User & Carer Group (Health Faculty), member of a National Cancer Research Institute Studies group, Yorkshire Cancer Research PPI group, and Yorkshire & Humber Senate.