

Patient and Public Voice (PPV) Partner for the Pelvic Health Programme

Application information pack

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Application information pack for Patient and Public Voice (PPV) Partner for the Pelvic Health Programme

1. Introduction

Thank you for your interest in becoming a Patient and Public Voice (PPV) Partner with NHS England and NHS Improvement.

NHS England and NHS Improvement are committed to ensuring that public and patient voices are at the centre of shaping our healthcare services. Every level of our commissioning system needs to be informed by insightful methods of listening to those who use and care about our services. Their views should inform service development and improvement. Our commitment to supporting PPV Partners is set out in the [PPV Partners Policy](#).

Please read this application information pack before completing the application form for this role, to ensure you fully understand the application process, and to determine whether you have the skills and time to become a PPV Partner.

Please note the closing date for applications is [Wednesday 11th August 2021](#)

NHS England and NHS Improvement will reimburse reasonable out of pocket expenses in line with the PPV Partners Expenses and Involvement Payments Policy. This post does attract an involvement payment.

Any involvement payments may be classed as earnings or income by Her Majesty's Revenue and Customs service (HMRC) or the Department for Work and Pensions (DWP). PPV Partners are responsible for declaring this income to HMRC, DWP, Job Centre plus or other agencies as appropriate. If you are in receipt of state benefits, you should seek advice from the relevant agency, for example JobCentre Plus, ideally in advance of applying and certainly before accepting an offer of a role which attracts an involvement payment, even if you intend to decline the payment.

For further information see the [PPV Partners Expenses and Involvement Payments Policy](#) and the [PPV Partners Policy](#).

Please note that correspondence will be primarily via email, unless otherwise requested. If you do not have access to email and would like to be contacted via telephone or post, please state this on your application form.

2. How to apply

Please complete and return the following accompanying documents:

- Application form
- Equal opportunities monitoring form

Return these documents by email to debbie.pedlow@nhs.net by **23:59 Wednesday 11th August 2021**

We will rely on the information you provide in the application form to assess whether you have the skills and experience required for this role.

If you would like support to enable you to apply for this role, and/or information in another format please contact debbie.pedlow@nhs.net

3. Diversity and equality of opportunity

NHS England and NHS Improvement values and promotes diversity and is committed to equality of opportunity for all. To help us understand if we are achieving this, we ask you to fill out an equal opportunities monitoring form as part of the application process.

Please let us know if you have support needs so that we can understand how we can support you to participate fully.

4. Once we receive your application

The steps will be as follows:

- i) We will acknowledge receipt of your application form via email (unless otherwise specified). If you do not receive an acknowledgement within 7 days, please get in touch.
- ii) Applications will be shortlisted by a panel.
- iii) Applications will be assessed against the skills and experience required. Selection will be made on the basis of the content of the application form.
- iv) Interviews will take place via teleconference in **September**. Reimbursement of childcare expenses for interviews taking place during school holidays will be provided and babies are welcome in interviews.
- v) Please note that two references will be taken up for successful applicants before involvement can commence.

- vi) All applications will receive a successful or unsuccessful notification. The successful notifications will include information about next steps.

If you wish to be informed about future involvement opportunities, please [sign up to NHS England and NHS Improvement's In Touch newsletter](#), which includes details of current opportunities.

If you have any queries about the application process, or would like an informal discussion about the opportunity – please contact debbie.pedlow@nhs.net

5. Background, context and aims of the programme

In February 2018, the Secretary of State (SoS) announced a [review](#) into how the health system responds to reports from patients about harmful side effects from medicines and medical devices, including the use of vaginal mesh. In July 2018, a national pause and period of high vigilance on specific insertion procedures was announced with [conditions set by the NHS that need to be met before procedures are safely reintroduced. The pause is still in place.](#) The Independent Medicines and Medical Devices Safety Review (IMMDS) published its report on 8 July 2020 with further recommendations and actions on improving the care for women with a need to consider, or having already had surgery for Stress Urinary Incontinence (SUI) or Pelvic Organ Prolapse (POP) using pelvic mesh.

The Pelvic Floor Health Oversight Group was set up in 2019 to monitor progress by the NHS and partner organisations in meeting national pause [conditions, identify new areas for improving care for women experiencing SUI or POP, as well as considering relevant](#) recommendations and actions from the IMMDS Review. Existing, related work undertaken by NHS England and NHS Improvement to achieve this has been brought together under the Pelvic Floor Health Programme, which the Oversight group oversees.

Governance and structure of the Pelvic Floor Health Programme

The Pelvic Floor Health Oversight Group oversees progress of constituent work streams (listed below). The governance for constituent work streams will be determined within their respective steering groups; each one will have a person responsible to attend and report to the Oversight Group meetings, ensuring alignment with the overall strategy and explaining progress. A project management office is in place to co-ordinate activity across the programme.

The programme has 4 active workstreams, with a further work stream planned. It is essential that each workstream has patient representation within to ensure that patient views are integrated across the entire programme.

The workstreams are:

- Improving prevention of pelvic floor health issues
- Tracking outcomes for safer care
- A best practice pathway for Stress Urinary Incontinence (SUI) or Pelvic Organ Prolapse (POP) and rectal prolapse procedures involving the use of surgical mesh
- Support for women who want surgical mesh removal
- Promoting education and high - quality research in pelvic floor health (planned)

6. Roles available

We have 2 Patient and Public Voice (PPV) Partner Roles available in the following areas.

1. Pelvic Floor Health Oversight Group

We are looking to appoint **1 Patient and Public Voice (PPV) Partner** to the Pelvic Floor Health Oversight Group. This group is responsible for overseeing progress of the constituent work streams that sit beneath, as outlined above.

The Patient and Public Voice Partner should have either personal experience of SUI, POP or rectal prolapse which may include having had a pelvic mesh implant or rectopexy or be in close contact with patients through an associated support network. We welcome applications from patients who have had positive or negative experiences.

2. Best Practice Pathway Group

We are looking to appoint **1 Patient and Public Voice (PPV) Partner** to the Best Practice Pathway Group. The purpose of this group will help build on existing [NICE guidance](#) and make care pathways for SUI, POP and rectal prolapse more personalised with tools for assisting the shared decision making process on treatment.

The Patient and Public Voice Partner should have either personal experience of SUI, POP or rectal prolapse which may include having had a pelvic mesh implant or rectopexy or be in close contact with patients through an associated support network. We welcome applications from patients who have had positive or negative experiences.

The total time commitment for these roles is expected to be approximately **6 days per year**. This includes preparation for and attendance at group meetings of **up to 4.0 hours, 12 times per year**. Meetings will initially take place via teleconference until further notice. Meetings may resume in person in London and Leeds, but it is

expected that there will be the continued opportunity to attend online where available/appropriate.

7. What is the role of a PPV Partner?

The PPV Partner will bring important views, perspective and challenge. The role is essential in championing women and families' experience, outcomes, viewpoints and voices, ensuring their needs are met through the programme.

The role of the PPV partner is to:

1. Ensure that the Workstream/oversight group considers and prioritises the woman and her partner/family's perspective.
2. Champion the diversity of the views of all women, rather than represent their own experience.
3. Provide 'critical friend' challenge into workstream/Oversight Group and contribute specific subject experience and/or expertise to programme goals.
4. Champion and advocate for increasing women's and the public's awareness of the programme's outcomes and achievements.
5. Review and comment on agreed documentation prepared by and/or for the workstream/Oversight Group.
6. Prepare well for agreed meetings and other events to be able to provide informed input.
7. Comply with the Confidentiality agreement, Declaration of interest, Statement of values and code of conduct, respecting the confidential nature of some discussions.

8. Skills and experience required for this role

- Ability to work creatively, respectfully and collaboratively, as equals.
- Ability and experience of listening well to the voices of people with personal experience of specific medical conditions and/or surgical procedures, and their supporters, giving priority to minority groups, and representing their voices.
- Experience of speaking confidently in large groups and interacting with multiple stakeholders at senior management level.
- Ability to understand, evaluate and use a range of information and evidence.
- Experience of working in partnership with healthcare organisations or programmes and/or a service user working group .

- Ability to display sound judgement and objectivity.
- Have an awareness of, and commitment to, equality and diversity.
- Understand and respect the need for confidentiality.
- Understand and be familiar with the principles of co-creation.
- A commitment to the 'seven principles of public life', known as the 'Nolan Principles': selflessness, integrity, objectivity, accountability, openness, honesty, leadership.

9. Time commitment

The expected time commitment is outlined in the role descriptions

10. Support for PPV Partners

- NHS England and NHS Improvement ask that all new PPV Partners complete an interactive online induction session. This webinar lasts an hour and will provide some background information to NHS England and NHS Improvement and the work that we do, as well as wider support available to PPV Partners.
- You will also receive an induction from the programme team that is leading this work.
- Meeting documents, and if necessary, pre-meeting briefings will be provided.
- There are a range of [learning and development opportunities](#) available to PPV Partners, details can be found on the Involvement Hub.

Appendix 1: Advice if you receive state benefits



Citizens Advice Bedford

Advice for PPV Partners involved with NHS England or NHS Improvement and their programmes of work

Do you receive any of these benefits?

Personal Independence Payment (PIP)
Disability Living Allowance (DLA)
Employment Support Allowance (ESA)
Housing benefit
Tax credits
Income support
Child benefit

If you're thinking about becoming an NHS England or NHS Improvement Patient and Public Voice (PPV) Partner or you are already one, and want to know about the impact receiving involvement payments may have on your benefits, please contact the helpline below.

Citizens Advice Bedford helpline

Email: contractsadmin@bedfordcab.org.uk
Telephone: 01234 330604

Staff on the confidential helpline can help answer your questions about receiving involvement payments and claiming expenses related to being involved in NHS England or NHS Improvement's work.