**Patient and Public Voice (PPV) Partners: Net Zero Anaesthetic Medicines Working Group**

**Contents**

1. Introduction
2. Background, context and aims of the programme
3. The roles available
4. The role of the PPV Partners
5. Skills and experience required for this role
6. Time commitment
7. How to apply
8. Diversity and equality of opportunity
9. Once we receive your application
10. Support for PPV Partners
11. **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 30th June 2022.

We will provide an induction call to allow partners to meet the team and ask questions prior to the first meeting attended.

NHS England and NHS Improvement will reimburse reasonable out of pocket

expenses in line with the [PPV Partners Expenses and Involvement Payments Policy](https://www.england.nhs.uk/publication/working-with-our-patient-and-public-voice-partners-reimbursing-expenses-and-paying-involvement-payments/).

For further information see the [PPV Partners Policy](https://www.england.nhs.uk/publication/patient-and-public-participation-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.

1. **Background, context and aims of the programme**

NHS England and NHS Improvement is required to demonstrate how it involves the public in decisions about the services it commissions (Section 13Q of the 2012 Health and Social Care Act).

In its Net Zero Strategy, published in October 2020, the NHS set out a vision to become the world’s first net zero carbon health service and respond to climate change, improving health now and for future generations. Medicines, including anaesthetic medicines, contribute to NHS carbon emissions.

The Net Zero Anaesthetic Medicines Working Group (AMWG) brings together clinicians, policy leads, and patient and public voice partners to advise us on the best ways of delivering safe and effective anaesthetic care, whilst reducing the environmental impact of the medicines involved. The recruitment of two Patient and Public Voice Partners to the Net Zero Anaesthetic Medicines Working Group seeks to enable the group to benefit from patient and public involvement in planning the delivery of its aims.

The AMWG reports to the Medicines Net Zero team which is part of the Medicines Policy & Analysis Unit within the Commercial medicines directorate of NHS England and Improvement. The team works closely with the Greener NHS team.

1. **The Role**

We are seeking one Patient and Public Voice (PPV) Partner to join the Net Zero Anaesthetic Medicines Working Group. The partner will sit on regular meetings of the group.

1. **The role of the PPV Partner**

The main purpose of the roles is to ensure that Patient and Public Voice is championed and embedded within the group. The PPV Partner will:

* Bring important views, perspective and challenge. The roles are essential in championing patient and public experience, outcomes, viewpoints and voices, ensuring their needs are met through the programme.
* Ensure that the Programme considers and prioritises equalities, health inclusion and patient experience within the vaccination programme.
* Champion the diversity of the views of diverse communities and reflections of their experiences.
* Provide critical friend challenge and contribute specific subject experiences and/or expertise to the programme goals.
* Champion and advocate for increasing public’s awareness of the programme’s outcomes and achievements.
* Review and comment on agreed documentation prepared by and/or for the Programme.
* Prepare well for agreed meetings and other events to be able to provide informed input.
* Comply with the Confidentiality agreement, Declaration of interest, Statement of values and code of conduct, respecting the confidential nature of some discussions through debate and discussions on the outcomes and recommendations of the work.

1. **Skills and experience required**

This is an exciting opportunity which could appeal to a wide range of people from different backgrounds, work and life experience.

This role will suit someone who is interested in patient experience in several areas of anaesthesia and pain relief – including in operating theatres, maternity services, ambulance services, emergency departments, dentistry and endoscopy. It is not necessary to have experience in the area of environmental sustainability.

The skills and experience that are desirable for this role are:

* Have an awareness of, and commitment to, equality, diversity and inclusion.
* Ability to work creatively and collaboratively and to offer objective challenge.
* Ability and experience of listening well to the views of people, giving priority to minority groups, and representing their views.
* Experience of working in partnership with user led groups and/or with healthcare organisations is desirable.
* Ability to display sound judgement and objectivity.
* Understand and respect the need for confidentiality.
* A commitment to the ‘seven principles of public life’, known as the ‘Nolan Principles’: selflessness, integrity, objectivity, accountability, openness, honesty, leadership.

1. **Time commitment**

The group will meet online for a 90 minute meeting every 8 weeks. Prior to each meeting, papers will be circulated for information or for discussion at the meeting.

The total time commitment for the PPV Partner role is expected to be 3 hours every 2 months. This includes preparation for and attendance at group meetings. Meetings will take place via MS Teams until further notice.

Meetings may resume in person, but it is expected that there will be the continued opportunity to attend online where available/appropriate.

1. **How to apply**

Please contact Victoria Tozer-Brown on [england.sustainablemedicines@nhs.net](mailto:england.sustainablemedicines@nhs.net) (or by telephone: 07880356932) for the following documents to complete and return:

• Application form

• Equal opportunities monitoring form

Return these documents by email to [england.sustainablemedicines@nhs.net](mailto:england.sustainablemedicines@nhs.net) by 31 July 2022.

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 have any queries about the application process, or would like an informal

discussion about the opportunity – please contact [england.sustainablemedicines@nhs.net](mailto:england.sustainablemedicines@nhs.net)

1. **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.

**We particularly welcome applications from:**

* People with a Black, Asian or Mixed ethnic background
* People living in the most deprived areas of England
* People with protected characteristics as listed in the Equality Act (2010).

1. **Once we receive your application**

i) We will acknowledge receipt of your application form via email (unless

otherwise specified).

ii) Applications will be shortlisted by a panel.

iii) Applications will be assessed against the skills and experience required.

Selection will be made based on the content of the application form.

iv) We may ask to speak to you by MS Teams or phone.

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 [InTouch](https://www.england.nhs.uk/email-bulletins/in-touch-bulletin/) newsletter, which includes details of current opportunities.

1. **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 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](https://www.england.nhs.uk/get-involved/learning/).