**Patient and Public Voice (PPV) Partner**

Application Form

## Guidance notes

Please read the **PPV application pack** before completing this form, to ensure you fully understand the application process, and to determine whether you have the skills, experience and time to become a Patient and Public Voice (PPV) Partner.

If you are applying for more than one PPV role, **you must complete and submit a separate application form for each**. You can either apply yourself, or on behalf of another person (with their agreement).

The information you will provide will be stored securely and used to progress your application. Read [NHS England privacy notice](https://www.england.nhs.uk/contact-us/privacy-notice/how-we-use-your-information/public-and-partners/if-you-get-involved-in-our-work-as-a-patient-and-public-voice-ppv-partner/) to understand how we store and use information you provide.

**Application to become a PPV Partner**

Please complete and return this application to [england.voice-crg@nhs.net](mailto:england.voice-crg@nhs.net) and submit this in Word format.

Please also submit an online [Equal Opportunities monitoring form](https://forms.office.com/e/0hKZQZcb5k) – this information is not linked to your application form, it is anonymous and will not be stored with any identifying information about you. This helps us to measure if we are reaching diverse groups of people to become PPVs.

|  |  |
| --- | --- |
| **PPV Partner role you are applying for** |  |

**Conflicts of interest**

A conflict of interest is any set of circumstances by which a reasonable person would consider that an individual’s ability to apply judgement or act is, or could be, impaired or influenced by another interest they hold.

For example:

* You work commercially in an area which overlaps with the group you have applied to
* You are employed by the NHS or in the independent healthcare sector in a role which overlaps

If you are not clear what might be a potential conflict of interest in an NHS role, read these examples [conflicts of interest in the NHS](https://www.england.nhs.uk/long-read/managing-conflicts-of-interest-in-the-nhs/) or if you are not sure if it is a manageable conflict, email [england.voice-crg@nhs.net](mailto:england.voice-crg@nhs.net)

|  |
| --- |
| **Please check the boxes below to show you are eligible for this role**  I do not work for NHS England  I do not work for the NHS in a role which overlaps with the work of this group  I can commit to the time commitment as set out in the role description (where applicable) |
| **In the past 12 months have you been employed by a pharmaceutical, medical devices or medical technology company that manufactures products used by Specialised Services?**  Yes / no  If yes, please give details |
| **Do you have any other potential conflicts of interest relating to the remit of the group you are applying to join?**  Yes / no  If yes, please give details |

**About you**

|  |
| --- |
| Title (optional - for example Dr, Mr, Mrs, Ms) |
| Full name |
| Preferred name (if different from above) |
| Are you aged 18 or over? Yes / no |
| Postal address |
| Postcode |
| Contact telephone number |
| Email address |
| Please select the option(s) that best apply to you. I am a: Patient or health service user (current or previously)  Carer of a patient currently / previously using health services  Representative of a patient organisation (please state which)  Other (please state) |
| **Are you able to take part in online meetings** during the day (between 9-5pm)?  Yes / no |
| We want to make our meetings as accessible and inclusive as possible. Please let us know if you have any training or support needs that would enable your involvement. Do you have any other additional needs or particular support from NHS England to enable you to participate effectively? Yes / no.  If yes, please explain |
| Do you hold any other PPV Partner roles at NHS England?PPV Partners can hold a maximum of three roles at NHS England. Please note you cannot hold roles on a CRG and a Programme of Care in the same area. Yes / no  If yes, please provide details of your current NHS PPV Partner roles: |
| How did you find out about this role? Email from NHS England  NHS England website  Patient group  Word of mouth  NHS England newsletter  Other, please state here |

## Skills and experience

You should refer to information provided in the **application pack** before completing this section. Each response should address your experience/interest relating to the role you are applying to.

|  |
| --- |
| **Please tell us about your interest in, and experience of, the subject matter of this specialised commissioning group from a patient/public perspective** (we suggest you do this in about 200 words) |
| **Please tell us your experience of giving a public involvement / patient / carer / voluntary sector perspective** (we suggest you do this in about 200 words). |
| **Please tell us about any organisations or networks relevant to health and care services that you have an interest in or are a part of and how they would be useful in this role** (we suggest you do this in about 100 words). |
| **Please tell us how you will bring a diversity of patient and public views to this role, beyond your own experiences.** (we suggest you do this in about 100 words). |
| **Please tell us about any other experience or skills you have which would support your application. You should refer to the 'roles, responsibilities and required skills of Patient and Public Voice Partners' section of the information pack** (we suggest you do this in up to 300 words). |

## References

Please provide us with two references who can confirm your suitability to undertake this role.

|  |  |
| --- | --- |
| Reference 1 Name  Job title (if relevant)  Address  Telephone number  Email  Relationship to referee |  |
| Reference 2 Name  Job title (if relevant),  Address  Telephone number  Email  Relationship to referee |  |

Please save your completed form in Word format and emailto [england.voice-crg@nhs.net](mailto:england.voice-crg@nhs.net) In the subject line please state which role you are applying for.

**Thank you for your application**