



18 October 2018

Dear

Thanks for your time on the phone this morning. Following our conversation, I write to formally invite you to join the Public Advisory Panel to guide and influence the PPI Ignite @ NUI Galway programme.

What is the PPI Ignite @ NUI Galway programme?

Traditionally, members of the public and patients **take part in** research, where researchers collect data about participants and their health and publish research results, mainly in academic journals. The PPI Ignite @ NUI Galway programme aims to bring a different approach to health research, with researchers and members of the public working in partnership to plan and conduct research, to interpret research data and to share and publicise the research results. Public and patient involvement (PPI) in research means that the opinion and perspective of the public/patient influences all stages of the research.

Funded by the Health Research Board (HRB) for three years, PPI Ignite @ NUI Galway aims to i) provide education and training on PPI ii) support researchers to involve the public in their research iii) develop frameworks to measure the impact of PPI on the research and on the people involved.

What is the purpose of a public advisory panel?

Our aim is that the members of the public panel will:

- Learn about PPI and gain some practical experience of PPI activities
- Bring a public perspective to the PPI Ignite @ NUI Galway programme, advising the PPI Ignite team on the programme of work
- Contribute to development and delivery of PPI training to researchers and members of the public, as appropriate

How much time commitment is required from members of the group?

We anticipate there will be 5-6 meetings per year in NUI Galway, each lasting approx. 2 hours, at a time that suits the majority of participants. Panel members will have the opportunity to take on additional PPI activities outside of these meetings, but this will be optional.

Will members of the group receive a payment for their time?

Any expenses incurred by the participants will be reimbursed (e.g travel to meetings and parking) but direct payment for time spent will not*. Members will be given additional support to help them contribute if required on an individual basis. We hope our initial group will last 3 years but members will be free to withdraw at any stage.



NUI Galway
OÉ Gaillimh

PPI Ignite @ NUI Galway



What characteristics are group members likely to have?

Participants should be reflective, confident and able to contribute to a group discussion, should be respectful of others in the group, and have some experience of and interest in the health system. Participants will not be required to disclose any personal details of their own medical history or any other personal information.

We will be delighted if you are interested in joining this panel but will understand perfectly if you decide not to. Give me a call (number below) if you have any questions or would like to discuss this further with me. We aim to hold our first meeting with the group in October.

Best wishes

Insert signature here

Edel Murphy

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**When we set this group up in 2018 we did not compensate for time, this policy has now changed.*