



# Growing Our Patient and Public Involvement

## BACKGROUND

Grow MedTech is a major UK programme providing specialist support for innovation in medical technologies\*, involving a consortium of six universities across the Leeds and Sheffield City Regions. Our sector-specialist innovation support is helping to put these regions at the forefront of the UK's medtech sector.

We act as partnership brokers, proactively connecting people from academia, industry and clinical practice to collaborate on developing new medical technologies. Our six, skilled and experienced technology innovation managers are based in our partner universities, but work collectively as a team, connecting with academics, companies and clinicians from across the regions. Our ambition is to involve patients at every stage of the journey.

We provide funding for technologies from initial concepts through to proof of commercial concept. More importantly, academics and companies can access sector-specialist expertise and advice to help them progress their technologies, create effective partnerships and leverage additional funding from other sources. We help projects bring together different disciplines and technologies – including digital and artificial intelligence – to enable our partners to access the strongest market opportunities.

We are continuing to ensure patient and public involvement (PPI) is part of the culture of the Grow MedTech community, something we all value, advocate and practice. We want to see users involved from the outset and expect this to form part of all the projects we fund.

*\* Grow MedTech supports the development of medical devices, including materials and software but does not support the development and discovery of pharmaceuticals.*

Further details about Grow MedTech can be found on our [website](#).

## OPPORTUNITIES TO BE INVOLVED IN GROW MEDTECH ACTIVITIES

We are seeking PPI representatives to be involved in the following Grow MedTech activities:

1. Opportunity Management Panels
2. Strategic Advisory Board
3. Technology Development projects and unmet need workshops

Further details on each opportunity, role responsibilities, how to apply and support available is detailed in the following pages.

## Other ways to stay in touch and engage with Grow MedTech

If you wish to subscribe to updates from Grow MedTech in the future, you can:

- **Opt into our mailing list:** <https://growmed.tech/contact/>
- **Follow us on Twitter:** <https://twitter.com/growmedtech>
- **Follow us on LinkedIn In:** <https://www.linkedin.com/company/grow-medtech>



## 1. OPPORTUNITY MANAGEMENT PANELS

As well as insisting PPI forms a part of all technology projects we fund we are striving to involve patients and people with long term conditions at every stage of the journey and so are actively recruiting patients to be a part of our funding review panels.

Grow MedTech is inviting funding applications for projects involving academic teams at partner institutions to advance the development and de-risk medical technologies in order to build confidence for further investment. These calls will support projects that demonstrate close and tangible links with industry and clinical/healthcare sector. They have been developed with the aim of accelerating and enhancing innovation in all sectors of medical technologies and medical devices with significant commercial potential and patient benefit. There is a particular focus on digital health and technology convergence.

For further information on our funding calls have a look at our [website](#).

### Role Responsibilities:

- To be a representative for the views and concerns of other patients and carers.
- To review and score the lay summaries of project proposals and importantly the patient and public involvement plan for the projects.
- To share your experiences and views about patient and public involvement

### Commitment:

- There will be a requirement to attend the full panel meeting which run from 10:00-16:00 (sometimes shorter) and are held in Leeds city centre.
- We would like you to read and review the Lay Summary section and PPI section of full proposals (usually no more than 10) that have made it through to the final review stage. We would expect this to take no longer than half a day. A full brief and scoring guidelines will be sent through to you.
- You are welcome to read the full applications if of interest, but this would not be expected.
- The term of involvement we require is just for one review meeting; however, if you are willing to be an advisor on future periodic review panels, then the term of the role could be until March 2021.

### How to apply:

To be considered for future panels apply using the [PPI application form](#).

**To apply to be on our next Proof of Feasibility panel meeting on Thursday 26<sup>th</sup> March please email completed application forms to [info@growmed.tech](mailto:info@growmed.tech) by Monday 2<sup>nd</sup> March or post to Sara Liptrot, x101 Medical and Biological Engineering, University of Leeds, LS2 9JT.**

### Qualities:

Patient representatives should have experience, knowledge or interest as any of the following:

- As a patient
- As a family member or carer of a patient



### Essential criteria:

- The ability to represent and express the views of other patients and carers is essential to the role.
- The ability to engage in discussion with other reviewers
- Understanding of the issues relating to patient and public involvement in research.
- Be able to maintain confidentiality
- Have the time to attend the panel review meeting and read and review the relevant sections in the proposals ahead of the meeting.
- Have access to a computer and e-mail

### Desirable criteria:

- Have an understanding of research processes and procedures

### Support:

- We wish to recruit two PPI members for each review panel to provide support and advice.
- Grow MedTech Programme Lead contact details: Danielle Miles [d.e.miles@leeds.ac.uk](mailto:d.e.miles@leeds.ac.uk)
- Grow MedTech Administrative Assistant contact details: Sara Liptrot [s.liptrot@leeds.ac.uk](mailto:s.liptrot@leeds.ac.uk)
- A full brief on the review process and scoring guidelines will be sent through to you.
- An honorarium of £75 per person will be paid per review meeting in the form of vouchers and travel reimbursement is available up to £50 per session. Lunch and refreshments throughout the day will be provided.
- Childcare and carers cover are not available.

## 2. STRATEGIC ADVISORY BOARD

Grow MedTech brings together the medtech capabilities of 6 university partners in the Leeds and Sheffield City regions (Leeds, Leeds Beckett, Bradford, Huddersfield, York and Sheffield Hallam). The aim of the programme is to embed sector specialist capability in these partners and connect them with each other, with industry, with regional government, with investors and the health innovation ecosystem to increase productivity and the ability of our region to compete in medtech on the national and global stage.

Our Advisory Board provides insight, advice and guidance on the direction and future development of Grow MedTech, from leaders and stakeholders in medical technologies innovation that provide a breadth of perspectives.

Collectively, the Board will be asked to:

- Review and advise on Grow MedTech strategy;
- Advise on the meaningful engagement of Grow MedTech across and beyond the consortium, with industry and with other partners and stakeholders;
- Advise on the strategic content and future directions of the Grow MedTech innovation project portfolio;
- Review progress, share intelligence and inform outcomes of the innovation project portfolio of Grow MedTech and
- Review and advice on the development of good knowledge exchange practice and the sharing and dissemination of this.

### Role Responsibilities:

- To be a representative for the views and concerns of other patients and carers.
- To share your experiences and views about patient and public involvement
- To collectively as a board provide strategic advice and steer for the Grow MedTech programme

### Commitment:

- The Advisory Board commitment is two meetings a year (to be held in the Yorkshire region, usually Leeds City Centre), with the added possibility of asking you to provide a sounding board for other things that arise from the programme between meetings.
- There will be a requirement to attend the full advisory board meeting which usually runs for 2 hours late afternoon on a weekday with the option to attend the following complementary Advisory Board dinner.
- We would like you to read the board papers usually circulated a week in advance of the meeting. We would expect this to take no longer than two hours.
- The term of involvement we require is until March 2021.

### How to apply:

We wish to recruit two PPI representatives to be members of the board.

To be considered for Advisory Board membership apply using the [PPI application form](#) and email completed forms to [info@growmed.tech](mailto:info@growmed.tech) or post to Sara Liptrot, x101 Medical and Biological Engineering, University of Leeds, LS2 9JT.

**To be a representative at our next Advisory Board meeting in early summer 2019 (date tbc) please apply by 30<sup>th</sup> April 2020**



### Qualities:

Patient representatives should have experience, knowledge or interest as any of the following:

- As a patient
- As a family member or carer of a patient

### Essential criteria:

- The ability to represent and express the views of other patients and carers is essential to the role.
- The ability to engage in discussion with other reviewers
- Understanding of the issues relating to patient and public involvement in research.
- Be able to maintain confidentiality
- Have the time to attend the panel review meeting and read and review the relevant sections in the proposals ahead of the meeting.
- Have access to a computer and e-mail

### Desirable criteria:

- Have an understanding of research processes and procedures

### Support:

- Grow MedTech Programme Lead contact details: Danielle Miles [d.e.miles@leeds.ac.uk](mailto:d.e.miles@leeds.ac.uk)
- Grow MedTech Administrative Assistant contact details: Sara Liptrot [s.liptrot@leeds.ac.uk](mailto:s.liptrot@leeds.ac.uk)
- An honorarium of £75 per person will be paid per advisory board meeting attended and travel reimbursement is available up to £50 per session. Dinner and refreshments will be provided.
- Childcare and carers cover is not available.

### 3. TECHNOLOGY DEVELOPMENT PROJECTS AND UNMET NEED INNOVATION WORKSHOPS

Our ambition is to help develop medical technologies that are better aligned to patient needs by involving patients and people with long-term conditions at every stage of the journey.

Patient involvement not only ensures our project teams are accountable to those who will ultimately benefit, it will also help them to ultimately develop a better product.

Grow MedTech is wanting to build a diverse and inclusive group of PPI members from which people can be invited to be involved in PPI activities on individual technology development projects. These activities will vary project by project, depending on the technology being developed, and the development stage but may include patient focus groups and patient need validation workshops as well as opportunities to be on project management groups and steering boards.

Grow MedTech is also planning a series of unmet need innovation workshops in collaboration with our partner programme Translate MedTech, that we would like to invite relevant members of the Grow MedTech PPI group to attend.

#### Role Responsibilities:

- To be a representative for the views and concerns of other patients and carers.
- To providing insight and steer on unmet clinical needs and solutions
- To share your patient experiences

#### Commitment:

- Technology Development Projects
  - This will vary from project to project and will be clarified with you prior to being involved in individual projects. Examples of activities could include:
    - Focus group – half a day workshop
    - Steering meeting – approx. 2 hours once every three months
- Unmet need innovation workshops
  - Again, this may vary depending on the workshop in question but may be anywhere from 2 hours to a full working day.
- Grow MedTech is funded until March 2021 and so you could have the opportunity to be involved in projects and workshops until that date.

#### How to apply:

To be considered for technology development and unmet need innovation workshop PPI activity please apply using the [PPI application form](#).

Completed application forms should be emailed to [info@growmed.tech](mailto:info@growmed.tech), or posted to Sara Liptrot, x101 Medical and Biological Engineering, University of Leeds, LS2 9JT. Your details will then be stored on our secure database accessible by the Grow MedTech team and appropriate opportunities shared with you when they arise. If at any time, you do not want to receive any information from Grow MedTech about involvement opportunities you can ask for your details to be removed.

#### Qualities:

Patient representatives should have experience, knowledge or interest as any of the following:

- As a patient
- As a family member or carer of a patient



### Essential criteria:

- The ability to represent and express the views of other patients and carers is essential to the role.
- The ability to engage in discussion
- Be able to maintain confidentiality

### Desirable criteria

- Have access to a computer and e-mail

### Support:

- Grow MedTech Programme Lead contact details: Danielle Miles [d.e.miles@leeds.ac.uk](mailto:d.e.miles@leeds.ac.uk)
- Grow MedTech Administrative Assistant contact details: Sara Liptrot [s.liptrot@leeds.ac.uk](mailto:s.liptrot@leeds.ac.uk)
- Once a member of the Grow MedTech PPI group if you are invited to participate in technology development project or unmet need innovation workshop PPI activity/ies a full brief will be sent through which will fully outline requirements, and detail payment and recognition for involvement.

### Further considerations before applying for the Grow MedTech roles/activities:

- **You will also be asked not to disclose any confidential information and to sign a confidentiality agreement before participating. If unsure over confidentiality issues, this should be discussed with a member of the Grow MedTech Technology Innovation Management team.**
  - Do you have the time to be involved?
  - What do you wish to achieve by being involved?
    - What support would you require?