



**Leicester Clinical
Research Facility**

**National Institute for
Health Research**

**NIHR Leicester CRF Operational Group Patient and Public
Involvement/Engagement representatives**

Role Description

Role Title: NIHR Leicester CRF (National Institute for Health Research
Leicester Clinical Research Facility) Patient and Public
Representative

**Accountable
To:** Patient and Public Involvement Lead , CRF Manager

Term: Initially for 18 months. Role will be re-advertised at that point.

Background

A £1.4 million grant from the National Institute for Health Research (NIHR) enables the Leicester Clinical Research Facility to support excellent early translational research studies in order to increase understanding of disease evaluate new treatments and improve the health of our patients.

Our key priority is to support translational medicine from the laboratory to the patient's bedside in specialties such as cardiovascular, respiratory, cancer, type 2 diabetes, and emergency and acute medicine.

At Leicester CRF we are committed to working with all the experts, and the patient is the most important expert of all!

We are looking for enthusiastic members of the public to join the CRF Operations Group to ensure that public and patient voices are included in all activity within the CRF. Local people – whether young, old or those in between – with insight into the experience of living with illness, or who are simply interested in our work are welcome to join us.

The role of Patient and Public Involvement the NIHR Leicester CRF Operational group:

The operational group has been set-up to support the development and management of NIHR Leicester CRF in undertaking early phase and high intensity research at Leicester's Hospitals.

The primary purpose of the operational group is to support the CRF Manager in the ongoing development and maintenance of the service. The role of Patient and Public involvement and Engagement will be in line with the [National Standards for Public Involvement in Research](#) and Leicester's Hospitals' organisation-wide development of public involvement in research.

The operation group aims to:

- Provide operational oversight of the NIHR Leicester CRF
- Advise in the development of a strategic vision and plan
- Monitor progress against the agreed strategy
- Have oversight of funded activity undertaken by CRF staff
- Provide data for relevant CRF metrics
- Be responsible for providing data, completing and submit the annual public report to the executive committee.
- Advise on the development of PPI/E Strategic plan
- Embed patient and public involvement in all stages of research.

The role of the Patient and Public Representative:

The role of the Patient and Public Representative is to provide a lay perspective and opinion on operational activities with the NIHR Leicester CRF.

The Patient and Public Representative will be required to:

- Give their perspective and opinion on the work of the NIHR Leicester CRF
- Attend operational group meetings which are normally held monthly
- Read operational group documents prior to the meeting
- Undertake agreed actions between meetings

Patient and Public Representatives will be reimbursed appropriate standard travel costs, including car parking.

Person Specification

Desirable experience

- Experience of research in the NHS, either as a patient or carer, or interest in research in the NHS
- Experience of patient and public involvement activities, in the NHS or another setting

Desirable skills

- **Ability to:** listen, analyse, think clearly and creatively, work well with people individually and in a group
- **Willingness to:** prepare for and attend meetings; ask questions; take responsibility and follow through on actions; develop certain skills if you do not already possess them
- **Attributes:** honesty, sensitivity to and tolerance of different views, friendly, responsive, good communication skills, personal integrity, concern for the development of patient and public involvement in research at within the NIHR Leicester CRF.

Training and support will be provided, if required, to help Patient and Public Representatives carry out their duties.

The duties and responsibilities in this role description are intended to represent current priorities and are not meant to be a conclusive list. The post holder may from time to time be asked to undertake other reasonable duties. Any changes will be made in discussion with the post holder in the light of service needs.