



Role profile - Big Beat Challenge Patient and Public Panel Member

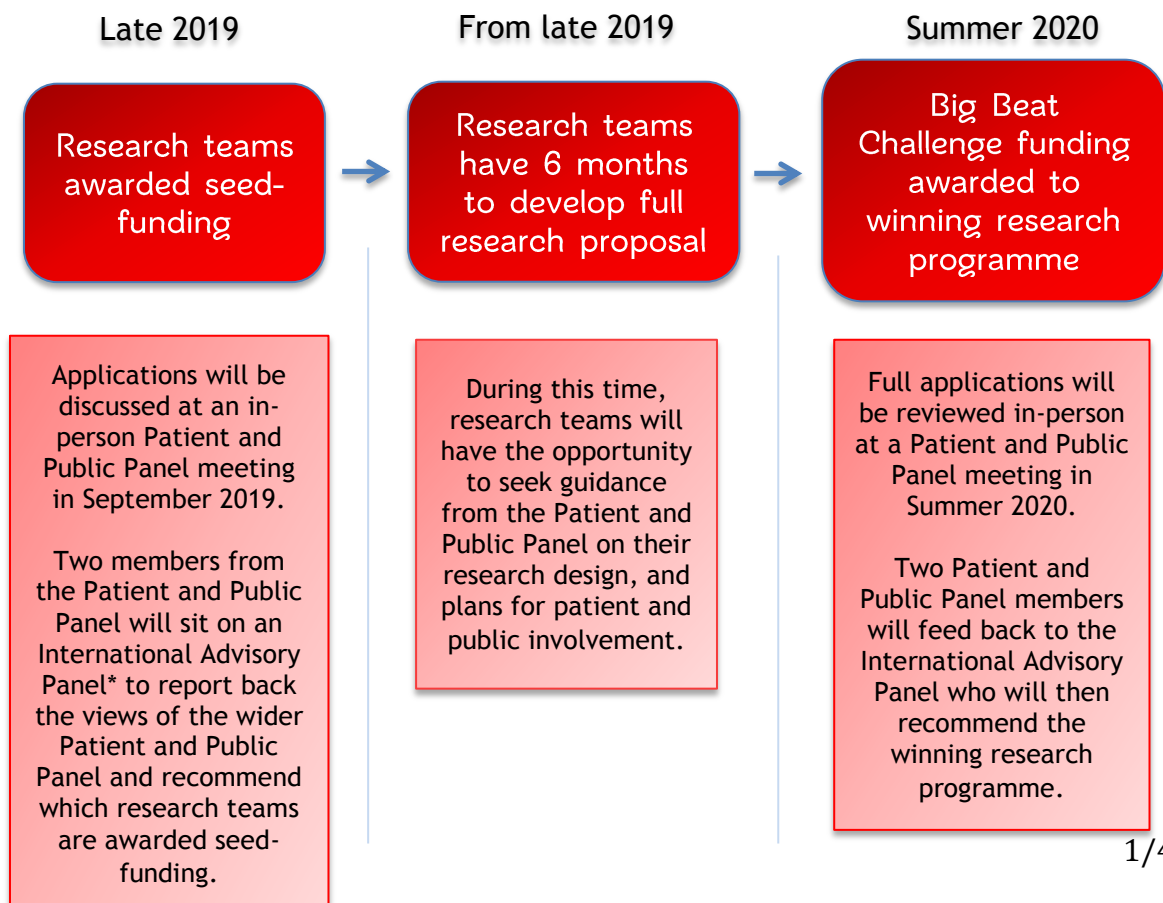
BACKGROUND

The Big Beat Challenge is a new £30 million award from the British Heart Foundation which will push the international research community to identify a real world challenge, significant unmet need or opportunity for game-changing innovation in heart and circulatory science or medicine. The award will be for an international, multidisciplinary research team to identify and propose a transformational solution to a significant problem in heart or circulatory disease.

Proposals from researchers must be clinically relevant, and with a multi-disciplinary approach that couldn't be done without funding of this scale. Ideas could transform the lives of a few, or provide a smaller but important change for many. We want research teams to identify a problem or opportunity, which if solved or seized at scale, would mean major progress towards real patient benefit. The importance of the research question to people affected by heart and circulatory disease is therefore a key criteria for applications.

How patients and the public will be part of the Big Beat Challenge funding process:

Research teams have been invited to submit outline applications from January 2019. We now want to recruit a Patient and Public Panel with people from across the globe to help review applications to ensure that they are relevant and important to the needs of patients. The process is as follows (*dates and detailed process to be confirmed closer to the time*):



*The International Advisory Panel (made up of scientists and other experts in the field, as well as two lay members from the Patient and Public Panel) will award seed-funding to the most promising ideas.

What is the role of the Patient and Public Panel?

We are recruiting a Patient and Public Panel of 15 people to help review applications, to ensure that they are relevant and important to the needs of patients. Patient relevance and addressing a specific area of unmet need is a key criteria in assessing applications. The role of the Patient and Public Panel is also to ensure that people affected by heart and circulatory disease are involved throughout the development of researchers' applications whether that's consulting with patients on the research question and design, to co-production of a proposal with patients being part of the project team. We will be asking the Patient and Public Panel to particularly focus on assessing:

- the importance of the research question to people affected by heart and circulatory disease
- potential clinical impact, and the extent to which proposals will provide benefit to people affected by heart and circulatory disease
- commitment to patient and public involvement (PPI), both in the development of the research question and design, and proposed plans for ongoing involvement
- the research team's plans for public engagement and communication of the proposed research project

Two lay members from the Patient and Public Panel will sit on the International Advisory Panel to feed back their perspective on applications, and inform which projects receive seed-funding.

We will be selecting two panel members to undertake this role. Please indicate on the expression of interest form whether this would be of interest to you, and refer to the responsibilities and skills required.

Role Description – Panel Member

Responsibilities

As a Patient and Public Panel member, you will be required to:

- attend and take an active part in two Patient and Public Panel meetings in September 2019 (applications for seed-funding), and Summer 2020 (full applications), contributing thoughtfully and constructively to discussions
- remotely review and provide written comments on research proposals
- participate in group discussions, listen to, understand and synthesise differing opinions
- provide comments on the relevance and likely impact of research proposals to people affected by heart and circulatory disease
- assist in identifying research proposals that will benefit people affected by heart and circulatory disease and demonstrate quality patient & public Involvement

- act as ongoing advisors to successful research teams, helping to advise on their plans for involving patients in the design and conduct of their project, and commenting on public engagement plans
- prepare in advance for meetings - this includes reviewing research proposals from home
- treat all applications that you review as confidential, and abide by BHF non-disclosure and conflict of interest agreements
- participate in mandatory training and other activities as agreed

Skills and experiences

We are looking for panel members who have the following skills and experiences:

- a keen interest in research
- have a personal experience (as a patient or carer) AND / OR an interest in heart or circulatory disease
- an awareness of how heart and circulatory disease can affect people
- the confidence to voice opinions clearly and constructively, and participate in group discussions from the perspective of someone affected by a heart or circulatory disease OR as a member of the public
- ability to read and absorb complex information, seeking further information and clarity where needed from appropriate sources
- good communication skills with an ability to listen to and respect differing opinions, and to express your own view clearly and appropriately
- proficient in written and spoken English
- IT literate - grant applications are viewed using an online system
- it is desirable to have prior experience reviewing and providing constructive feedback on grant applications
- it is desirable that some Patient and Public Panel members have links to other people with heart and circulatory disease (e.g. through a support group). We're looking to recruit a diverse Patient and Public Panel, with a range of experiences of heart and circulatory disease

Lay member – additional responsibilities and skills

Two lay members from the Patient and Public Panel will sit on the International Advisory Panel (IAP) to feed back their perspective on applications. In addition to the responsibilities as a panel member, lay members will be required to:

- attend and take part in two IAP meetings in November 2019 (applications for seed-funding), and Summer 2020 (full applications), confidently communicating perspectives from the wider Patient and Public Panel
- participate in group discussions, listen to, understand and synthesise differing opinions
- undertake additional work to collate feedback from Patient and Public Panel meetings to ensure that the views of the Patient and Public Panel are reflected at IAP meetings and in funding decisions
- prepare in advance of both Patient and Public Panel meetings as well as IAP meetings
- be confident in communicating the views of the Patient and Public Panel at meetings with scientists and experts in the field (at IAP meetings)
- be objective and representative in communicating the views of the wider Patient and Public Panel at IAP meetings

Length of membership

Membership to the Patient and Public Panel is for one year provisionally, after which the membership will be reviewed. There may be opportunities to be involved beyond this, depending on the level of interest and success of the programme.

Time commitment and dates

- Mandatory training and induction session will take place on **Friday 24th May 2019** in London. We will cover any travel or accommodation costs.
- A minimum of two meetings of the Patient and Public Panel, which will take place in September 2019 and Summer 2020.
- A few days to prepare and review applications prior to each Patient and Public meeting (from home) and time to effectively respond to ongoing communications / consultations online.

We will support you to contribute effectively in your role by:

- Assigning you a key contact within BHF who will be available to answer any questions you have throughout the project
- Providing all the necessary judgement criteria and paper work in advance of the panel meetings
- You will be asked to attend a mandatory training day at BHF offices in London along with other representatives who are involved in the Big Beat Patient and Public Panel. The training day will be on Friday 24th May 2019.

Expenses

We will reimburse reasonable expenses for travel, subsistence and overnight accommodation where necessary and agreed in advance. We are also able to book your travel and accommodation for you prior to any meetings / training if required.

Application process

To apply for the role of Patient and Public Panel member please complete the expression of interest form, and return this to heartvoices@bhf.org.uk. The deadline for applications is **Friday 22nd March 2019**.

We will be conducting telephone interviews on the week commencing **8th April 2019** for those who are shortlisted for the role.

Please note the Patient and Public Panel will be made up of people from across the globe and you will therefore be eligible to apply regardless of if you live in or outside the UK.

If you have any questions, please email heartvoices@bhf.org.uk or call 0207 554 0394.