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*The NIHR Health Protection Research Unit in Emergency Preparedness and Response at King’s College London*

**Theme 7 Public and Patient Involvement Plan**

This document outlines the Public & Patient Involvement (PPI) plan for Theme 7: Enhancing emergency preparedness through improved exercises and training. This theme focuses on identifying, understanding, and explicating the ways in which health professionals learn in complex simulated training exercises, and the impacts that this learning has on individual and organisational practice and preparedness for future emergency response.

The short-term aims of this theme are to establish the work programme, design in-depth longitudinal projects, gather information and conduct desk-based reviews, and collect and process initial data. Specifically, short term outcomes will include: systematic reviews of published and unpublished research about the nature and efficacy of various emergency response exercises and the methodological approaches used to establish that efficacy; the development of a methodological approach suitable for exploring the four distinct emergency response exercise types— workshop, desktop, command post and field exercises—based in large part on a combination of ethnographic and quantitative data. The medium-term aims of this theme are to develop the project plans, implementing them fully, to collect, collate and screen data, and to look at a large-scale emergency response in vivo should an emergency situation develop. The long-term aim will be to continue to draw together data collected from the discrete projects into the coherent theme. At this stage, the project teams will finalise their data collection within each project and analyse data within and across projects, providing a unique opportunity to look at the bigger picture of how healthcare professionals learn from emergency response training. A core aim at this stage is to design and develop innovative, evidence-based approaches to emergency response training based on the range of data collected.

This plan will guide PPI activity for Theme 7 research projects. We will review this plan regularly, as new research activities start and based on feedback from the HPRU central management, our researchers and the members of the public and/or participants who take part in the activities.

In line with EPR HPRU PPI policy, this plan only focuses on activities where the public (or relevant population groups) are actively involved in our research projects and does not include public engagement or research dissemination activities.

The activities we will engage in in order to pursue our research plan are outlined in the table overleaf:

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| **PPI activity** | **Aim** | **Schedule** | **Indicators of success** | **Completion/Outcome** |
| PPI consultation with members of general public about emergency preparedness activities in the health sector | 1. Obtain information from discussions with lay members about public perceptions of emergency preparedness and response activities in the health sector.   In particular, discussions will focus on aspects of emergency preparedness and response training and exercises which impact upon or seek to simulate public reactions and involvement.  Explore with members of public how else the public participation can contribute and enrich research like ours.   1. Continue working with the Project Advisory Group (PAG) to seek their feedback on the design of project interventions, data interpretation and dissemination | February -April 2016  20 July 2016 – Consultation with PHE Public Involvement Advisory Group (PIAG)  August 2016 – form the Project Advisory Group (PAG) , comprising members of public  April 2016 – March 2019 | Understand the ways of working with PHE public forum to assist with the project PPI activities.    Attend a Consultation meeting with PHE Public Involvement Advisory Group (PIAG) and explore the following: public perception of the roles of exercises in overall emergency preparedness; public perceptions of the best way of delivering emergency exercises and their frequency; perceptions of public engagement with emergency exercises and the best way of engaging the public into the research like this one (where the public input is not obvious), as well as to understand the best ways of using resources available through the PHE public forum. Explore opportunity for using PHE public forum resources for other HPRU themes.  PAG group is formed and includes a few members of public with relevant experiences and interests.  Public consultation is sought for most activities of the projects, as indicated below | **Completed**. A meeting with PHE Head of Public Involvement and Communications, East of England Iain Mallett took place on 15 April 2016; the meeting clarified PHE support with public engagement and the resources required to conduct PPI using PHE assistance. An invitation was received to attend a Consultation meeting with the PHE Public Involvement Advisory Group (PIAG) to explore with the panel ways of engaging public in research like this and to discuss specific project related PPI activities.  **Completed.** Attended a consultation meeting with PHE PIAG. This activity indicated that: a) having public representatives involved in setting up an exercise and to have public observers at exercises is perceived as immensely useful; b) having members of public involved in research like ours is important; c) focus groups with the public are recommended to develop survey questions for research like ours; d) PHE People’s Panel could assist with organizing focus groups; e) the group felt it would be perfectly acceptable to run a survey to address multiple topics from different HPRU themes; f) PHE offered its assistance with undertaking public surveys by using People’s Panel database of users (around 1500 participants).  **Completed**: Following the PIAG consultation three members of PHE People’s Panel have been recruited to the Project Advisory Group (PAG); the fourth public representative of the PAG group is a member of thePatient Leaders’ Expert Advisory Group, NIHR-NHSE Patient Experience Team who attended one of the PHE emergency preparedness exercises. Other PAG members include: local, regional and national EPRR, military, police, ambulance, NHS England and members of the PHE Emergency Response Department (ERD) Exercises and Training teams.  Ongoing |
| **How health care response staff learn from emergency preparedness exercises: a qualitative study (discussion-based exercises)** | | | | |
| Appoint a panel of Health Care Workers (HCW) and public representatives as a part of the Project Advisory Group (PAG) with previous experience of taking part in emergency preparedness exercises and emergency response to inform the qualitative study | 1. To discuss and obtain feedback and suggestions on research plans and types of outputs to date; identify any additional areas that should be covered in the interview schedules.  2. To establish ways to identify and recruit participants for the interviews.  3. To seek PAG HCW feedback/guidance with the data interpretation and dissemination | April 2016  May 2016  November 2018 | Public feedback indicates that (1) aims were clearly explained and they were given sufficient opportunity to express their views, (2) they found the involvement interesting, and (3) they would be willing to be involved in future research activities.  Researcher feedback indicates that this PPI supported or changed research plans. | **Completed**: Consultation with PAG ensures that topics in interviews are relevant to HCW and especially to exercise participants, and that the data collection is optimised.  Following this consultation our interview schedule was modified to also explore a) perceptions of the usefulness of public involvement into the exercise design and delivery; b) perceptions of the preparedness to address the needs of vulnerable people in emergency.  Ongoing |
| **Comparative study: impact of exercises on participants perceptions of emergency preparedness** | | | | |
| Engage Project Advisory group (PAG) to inform comparative study design | 1. To obtain feedback on the objectives of the proposed study. 2. To identify any areas of the study protocol which could be improved, in terms of information which is missing or which should be included, or information which requires clarification. 3. To explore the panel perception of the comparative study feasibility. 4. Seek PAG feedback on the study survey content. 5. Seek PAG input /ideas with recruitment of health care staff for the study Control Group. 6. To seek PAG feedback/guidance with the data interpretation and dissemination. | February 2017  March 2017  April 2017  October 2017  December 2018 | Public feedback indicates that (1) aims were clearly explained and they were given sufficient opportunity to express their views, (2) they found the involvement interesting, and (3) they would be willing to be involved in future research activities  Researcher feedback indicates that this consultation supported or changed research plans. | **Completed**: PAG feedback suggests that the proposed study protocol is appropriate and contains relevant aims and objectives.  The study survey content was modified following the feedback from the PAG.  Modifications for the Experimental group of exercises were finalised, taking on board recommendations from exercises managers of PHE ERD Exercises group.  Different approaches were employed to facilitate recruitment to Control group following PAG consultation.  **Completed:** The study survey content was finalised. The feedback was provided by ERD Exercises and Training team managers and by the PAG, including four members of public. The Survey was applied in four large regional tabletop exercises delivered by PHE ERD in 2017.  **Completed:** With support from different project stakeholders, and using a snowball approach, 27 participants were recruited to the study Control Group from variety of healthcare organisations. The data collection for this study will take place till November 2018.  **Ongoing**: (longitudinal study) |
| **Impact of exercises on a major incident response: a mixed method study** | | | | |
| Engage Project Advisory group (PAG) to inform this mixed methods study | 1. To obtain feedback on the objectives of the proposed study. 2. To identify any areas of the study protocol which could be improved, in terms of information which is missing or which should be included, or information which requires clarification. 3. Seek PAG feedback on the study survey content. 4. Seek PAG feedback on the study interview schedule content. 5. To seek PAG feedback/guidance with the data interpretation and dissemination. | May 2017  June 2017  October 2017  February 2018  August 2018 | PPI feedback indicates that (1) aims were clearly explained and they were given sufficient opportunity to express their views, (2) they found the involvement interesting, and (3) they would be willing to be involved in future research activities  Researcher feedback indicates that this consultation supported research plans. | **Completed**: PAG feedback suggests that the proposed study protocol is appropriate and contains relevant aims and objectives. The study survey content was modified following the feedback from the PAG. Variety of project stakeholders, including NHS E regional EPRR staff, major Trauma Network clinical staff, PHE EPRR contributed to finalising the survey content. The survey was used to collect responses from 83 healthcare staff who took part in the response to three major UK incidents in 2017: Westminster Bridge attack, Manchester Arena Bombing and London Bridge attack.  **Completed:** consultation with PAG shaped the study interview schedule . Variety of project stakeholders, including NHS E regional EPRR staff, major Trauma Network clinical staff, PHE EPRR contributed to finalising the interview schedule content .The schedule was applied to conduct interviews with responders to the three major UK incidents in 2017: Westminster Bridge attack, Manchester Arena Bombing and London Bridge attack, to study their experiences and to understand the impact of PHE ERD emergency preparedness exercises on their ability to respond. 23 interviews were completed.  **Ongoing:** Results of the quantitative data analysis were shared with PHE ERD staff via a departmental presentation and qualitative data analysis is ongoing. |
| **How health care response staff learn from operation-based emergency preparedness exercises: a mixed methods study** | | | | |
| Engage Project Advisory group (PAG) to inform this mixed methods study | 1. To seek PAG feedback/guidance with the data interpretation and dissemination | September 2018 | The study protocol was adopted from the comparative study one (above), so the PAG advice was not required for the survey content and interview schedules. Feedback/guidance from PAG will be sought with the data interpretation and dissemination. | **Ongoing** |
| **What facilitator skills are important for enhancing the outcomes of an operation-based exercise? A qualitative study** | | | | |
| Engage Project Advisory group (PAG) to inform this qualitative study | 1. To obtain feedback from ERD department and PAG on the study protocol. 2. Seek PAG feedback on the study interview schedule content. 3. To seek PAG feedback/guidance with the data interpretation and dissemination. | February, 2018  March, 2018  September 2018 | The study protocol was discussed with the PAG and PHE ERD Training team manager.  Researcher feedback indicates that this consultation supported or changed research plans.  Interview schedule is finalised and approved by PHE ERD.  Researcher feedback indicates that this PPI consultation helped with the study dissemination | **Completed:** the interview schedule was finalised; the questions which may cause potential conflict of interests were eliminated  **Ongoing:** |