**Patient and Public Voice (PPV) Partners:
Breast Screening Procurement**

**Introduction**

Thank you for your interest in becoming a Patient and Public Voice (PPV) Partner with NHS England.

NHS England are committed to ensuring that public and patient voices are at the centre of shaping our healthcare services. Every level commissioning needs to be informed by listening to those who use and care about our services. Their views should inform service development and improvement. Our commitment to supporting PPV partners is set out in the PPV Partners Policy.

Please read this information pack before completing the application form for this role, to ensure that you fully understand the time commitment, skills required and application process to become a PPV partner.

NHS England will reimburse reasonable out of pocket expenses in line with the [PPV Partners Expenses and Involvement Payments Policy](https://www.england.nhs.uk/publication/working-with-our-patient-and-public-voice-partners-reimbursing-expenses-and-paying-involvement-payments/).

**These posts attract an involvement payment**

Any involvement payments may be classed as earnings or income by Her Majesty’s Revenue and Customs service (HMRC) or the Department for Work and Pensions (DWP). PPV Partners are responsible for declaring this income to HMRC, DWP, Job Centre plus or other agencies as appropriate. If you are in receipt of state benefits, you should seek advice from the relevant agency, for example JobCentre Plus, ideally in advance of applying and certainly before accepting an offer of a role which attracts an involvement payment, even if you intend to decline the payment.

For further information see the [PPV Partners Expenses and Involvement Payments Policy](https://www.england.nhs.uk/publication/working-with-our-patient-and-public-voice-partners-reimbursing-expenses-and-paying-involvement-payments/) and the PPV Partners Policy.

Please note that correspondence will be primarily via email, unless otherwise

requested. If you do not have access to email and would like to be contacted via

telephone or post, please state this on your application form.

**Background, context and aims of the project**

NHS England are duty bound to undertake a procurement of the Breast Screening services in London, Hertsmere, Watford and Three Rivers in the next year. This will involve giving detail on the service provision to potential bidders and gaining feedback. Following this, potential providers will be given the opportunity to bid for the contracts to provide breast screening services. Once potential providers submit their bids there will be an evaluation period.

As users of the London and Hertsmere, Watford and Three Rivers Breast Screening service, not only will your insight be invaluable in helping us to evaluate these responses, but it will also fulfil the statutory requirement to involve the public in decisions about the services that it commissions, as stipulated in Section 13Q of the Health & Social Care Act.

**The role**

The main purpose of the role is to ensure that Patient and Public Voices are championed and embedded within the project. The PPV partners will:

* Bring an important perspective and insight. The roles are essentially championing service users and ensuring their needs will be met by the providers.
* Comply with the Confidentiality agreement, Declaration of interest, Statement of values and Code of conduct, respecting the confidential nature of some discussions through debate and discussions on the outcomes and recommendations of the work.
* Champion the views and reflections on the experiences of individuals within diverse communities.
* Ensure that the Programme considers and prioritises equalities, health inclusion and patient experience within the London and Hertsmere, Watford and Three Rivers Breast Screening Programme.
* Review and score answers provided in the tender process. The tenders for the services will provide answers to questions that you will evaluate and score. Training will be provided to help you with this process. You will then come together in small groups to moderate the answers and the scoring.

**Skills and experience required**

We are interested in having a wide range of people from different backgrounds, work and life experiences.

This role would suit someone who is committed to reducing health inequalities, ensuring that all eligible individuals have access to health screening and can work in partnership across organisational boundaries. The skills and experience required for this role are as follows.

* Have an awareness of, and commitment to, equality and diversity.
* Ability to work creatively and collaboratively and to offer objective challenge.
* Ability and experience of listening well to the views of people, giving priority to minority groups, and representing their views.
* Experience of working in partnership with user led groups and/or with healthcare organisations is desirable.
* Ability to display sound judgement and objectivity.
* Understand and respect the need for confidentiality.
* A commitment to the ‘seven principles of public life’, known as the ‘Nolan Principles’: selflessness, integrity, objectivity, accountability, openness, honesty, leadership.

**Time commitment**

The sessions will be comprised of a 1.5-hour evaluator training, run by the NHS England procurement team, practice marking session, reading time, panel discussion and debrief/feedback meeting. This is expected to equate to approximately 5 days between mid-July and early November. It is hard to be exact about time requirement as we do not know how many bidders there are going to be. There will be reasonable adjustments made in terms of annual leave etc but if you are due to be away for a several weeks in the evaluation and moderation period this may be difficult to accommodate.

**How to apply**Please complete and return the following attached documents:

* Application form
* Equal opportunities monitoring form

Please return these to corrinn.elford@nhs.net by Friday, 22nd September 2023.

If you have any queries about the application process or would like an informal discussion about the opportunity, please contact corrinn.elford@nhs.net

**Diversity and equality of opportunity**NHS England promotes diversity and is committed to equality of opportunity for all. To help us understand if we are achieving this, we ask you to fill out an equal opportunity monitoring form as part of the application process.

Please let us know if you have support needs so that we can understand how we can support you to participate fully.

**Once we receive your application:**We will arrange a call in the following few weeks to discuss next steps.