

Planner for Patient and People Participation

This planner with key questions will help you to involve patients and people in your participation activity.

Title:
Name of the person leading:
Reasons
What is the reason for making a change or improvement?
What are you asking patients and people to be involved in?
Ways to involve people
How and where will you approach patients and people. (Consider inclusivity and involving diverse communities)
(Goldfish bowl, patient focus groups, EBD, community and advocate groups, social media, surveys, waiting rooms, informal conversations)
Resources, roles & responsibilities
What resources do you have to involve people? (funding, dedicated time, enough staff, reimbursement and recognition)
How can you support them to be involved? (tailor to individuals, ways to communicate, using skills of others who will help you, gain tailored support from the Academy of Research and Improvement)
How will you gain written consent? (if applicable)
What are your next steps?
What help and support do you need? (Eg. colleagues, managers, Academy, community engagement team)
Date planned to complete by: