

Derby and Derbyshire Integrated Care Board (ICB) support to General Practice and Patient Participation Groups (PPGs)

This document outlines the support that the ICB Engagement Team can offer to General Practice around Patient and Public Involvement (PPI). The legal and contractual obligations relating to PPI are provided at the end of this letter.

Support for PPG Chairs and members of PPGs is provided by the:

- **PPG Network.**

[The PPG Network](#) is facilitated by the ICB Engagement Team and was originally set up in 2020 to bring together PPG Chairs and their members to understand how we could best support them to engage and communicate with their practice population.

The meetings take place bi-monthly through Microsoft Teams for 1.5 hrs and have been a way for PPGs to learn and keep updated on the developments within the system.

We have approximately four items on the agenda at each meeting.

1. This is around system changes and transformation projects, and members of the network are encouraged to suggest their own items too. Topics have included, Integrated Care System updates, information about the Urgent Treatment Centre review, information about social prescribing, Dronfield PPG sharing an example of how they have engaged with their practice population to inform service development, and a discussion about Medicines Order Line.
2. This is an update from the ICB Primary Care Team, members of the network are asked if they would like anything specific covering within this item, and/or whether they have any specific questions.
3. This is an opportunity for network members to share learning, ideas and best practices. PPG Chairs and members can request this time to discuss/promote/share any work their PPG is undertaking.
4. This is an opportunity for the network facilitator to share any relevant information/updates.

The network has undergone a period of development and we will continue to work together to ensure it is a place for members to share, learn and help one another and ensures PPGs have the support they need to run their PPG and effectively engage with their Practice population.

This network is facilitated by Hannah Morton and is open to any PPG member who wishes to attend. We also have practice managers or other operational staff attending where they are the main contact for their PPG.

Support for Practice Managers, Clinicians, and other operational staff

- **National Association for Patient Participation (NAPP)**

For help with how to meet the contractual requirement to establish and maintain a PPG, we advise that GP practices sign up to be a member of the [NAPP](#). NAPP will equip GPs with the resources needed to establish effective PPGs, and support with ongoing questions and issues.

It costs £60 for the first year of membership and then £40 for each year thereafter and all the benefits are outlined [here](#). Which includes an online community platform, ongoing telephone guidance on the formation and development of groups and set up guides.

Support around involving patients and members of the public in developing new services and changes related to service delivery.

- ICB Engagement Team and the Guide to Patient and Public Involvement

This is the main role of the ICB Engagement Team, i.e., we offer support and guidance to commissioners and providers of NHS services around PPI in service design and change, which includes contractual changes implemented by GP practices, e.g., boundary changes, and mergers.

We have produced a comprehensive guide to PPI that covers all of these requirements which can be found [here](#). We are happy to talk through these requirements on a 1:1 basis or can set up briefing sessions for Primary Care Network's (PCN's).

We have a continuous engagement infrastructure that anyone can use which can support providers and commissioners to have conversations with people and communities; this is outlined in appendix 5 of the guide. We can also put together bespoke engagement plans should a more targeted approach be required.

If you would like more information, or have any questions regarding any of the above, please contact ddicb.engagement@nhs.net

Other support:

- NHS England

NHS England have come together with Healthwatch, National Association for Patient Participation, and The Patients Association to change the way services are delivered.

They have an online discussion space called 'Community Conversations' that can be found [here](#). It provides the opportunity for peer support, the chance to discover and share involvement examples and engage in meaningful conversations with other members.

NHSE have also developed a [video](#) to support with understanding the benefits of partnership working and offers ten recommendations to improve involvement in primary care.

Joining the online group is free and easy - click on the [Future NHS Page](#) and 'request access' to create an account. Once your account is created, request to join the group. Alternatively, you can also email england.ppgchampions@nhs.net to join this workspace.

You may also be interested in joining the PPG Champions Group. They meet every two months to bring together inspiring speakers and members of the public interested in primary care level engagement with people and communities. There are also opportunities to influence NHS England policy. Email england.ppgchampions@nhs.net to get involved!

- Healthwatch Derbyshire – Patient Participation Group Guide

This guide is designed to give PPG members, GP surgery staff, and prospective members the knowledge and tools they need to drive meaningful change within their GP practice.

Key Features

- Insights for PPG members

- Guidance for GP surgery staff
- Resources for prospective participants
- Template documents

The guide can be found [here](#).

- **FutureLearn Online Course**

Working with people and communities to improve general practice in primary care is a course that has been developed by NHS England and can be found [here](#).

The course aims to enhance primary care services by supporting general practice staff and members of Patient Participation Groups (PPGs) to work effectively with people and communities using engaging and inclusive strategies. Members of PPGs, staff working in the NHS, social care, or an organisation that provides NHS commissioned services can access the course at no cost. Members of the public have two weeks to access the course for free.

Find out more about the [eligibility criteria](#) and [how to register for free access](#).