



West Yorkshire and Harrogate Health and Care Partnership Patient and public representative role description

What is West Yorkshire and Harrogate Health and Care Partnership?

The West Yorkshire and Harrogate Health and Care Partnership sees local NHS organisations, councils, charities and partner organisations working closely together to make further improvements to health and social care across West Yorkshire and Harrogate.

Our vision for West Yorkshire and Harrogate is for everyone to have the best possible outcomes for their health and wellbeing and this begins with having a focus on nine priority areas.

For each priority area below, we are looking to recruit patient and public representatives to be part of all areas of work to ensure a fair, impartial and transparent process and bring patient and / or carer knowledge and experience to each of the priority areas.

Further information on 'what is West Yorkshire and Harrogate Health and Care Partnership?' can be found on our website <http://www.wyhppartnership.co.uk/>

Priority areas

- Preventing ill health
- Primary and community care
- Urgent and emergency care
- Mental health
- Cancer
- Stroke
- Maternity
- Hospitals working together
- Making commissioning policies the same (reduce differences for people receiving health and social care)

Please go to <http://www.wyhppartnership.co.uk/about/our-priorities> for more information about each priority area of work.

What's the role of the patient and public representative?

The role of a patient and public representative is to make sure the voice of patients, unpaid carers and the public are taken into account and to have the confidence to challenge appropriately when decisions are being made that affects patient care. A patient and public representative's role is to be open minded, objective and good listeners. Committed to their local community and provide an independent representative view of patients, unpaid carers and the public's understanding and knowledge. Our [code of conduct](#) gives you more information on the expectations of the role of a patient and public representative.

Time commitment

Each priority area will have different arrangements, such as meetings in person, phone meetings (meetings are generally once a month for 2 hours) and email conversations with different levels of commitment. You may need to prepare for meetings, by reading papers before the meeting, for example. Most meetings will be held during the day and meetings may vary where they are held across West Yorkshire and Harrogate. It's important to note that some priority areas are still in their early stages of getting organised so may wish to meet more often until they are up and running properly or may not yet be recruiting patient and public representatives.





Main duties

- Ensures the interests of patients, unpaid carers and the community remain at the heart of the discussions
- Ensures feedback is given openly and honestly to the patients and public on how services have been changed in response to their views. And where applicable, to say why views were not acted upon
- Champion the diversity of the community views and not just to represent own experiences
- Attend meetings regularly
- Fully prepare for meetings which will include reading papers
- Respond to email requests.....

Experience, skills and knowledge

- To have experience either as a service user or unpaid carer of the priority area you are expressing an interest in
- Have a high level of commitment to patients, carers and the community
- Live within the West Yorkshire and Harrogate area and bring the communities' views to meetings
- Have an awareness of and be committed to promoting equality and diversity
- Have the ability to plan ahead
- Read documents and other information to prepare for meetings
- Have the capability to understand and absorb complex issues
- Able to probe and challenge constructively
- Able to influence and persuade others
- Have the ability to think clearly and creatively
- Have the ability to display sound judgement, objectivity and willingness to listen to other people
- Have the ability to engage in constructive debate without being confrontational
- Able to give independent views where there is a possible conflict of interest
- Understand the need for confidentiality

What can we offer you?

We will offer you guidance, support and training where necessary. Out of pocket expenses such as travel expenses will be reimbursed.

To apply to become a patient and public representative

Please complete the attached forms;

- Expression of interest form
- Equality monitoring form

And return to: Jill Dufton, Engagement Manager

FREEPOST (No stamp needed) NHS PMO, West Yorkshire & Harrogate Sustainability Transformation Partnership, White Rose House, West Parade, Wakefield, WF1 1LT or email westyorkshire.stp@nhs.net

If you would like to know more or for help in completing the forms please call 01924 317659 / 317502

