**NIHR Imperial Biomedical Research Centre (BRC) Patient/Public Involvement and Engagement (PPIE) Feedback Form**

It is imperative to collect evidence of impact of public involvement on research (both positive and negative) in order to report this to the NIHR, secure future funding and to understand how PPIE activities within the NIHR Imperial BRC can be improved. To do this, we need to gather feedback from researchers who have received advice from Imperial BRC Public Advisory Panel members. **We strongly recommend** that you or a member of your team completes one of these forms each time you undertake an element of public involvement within your project. Once the project is complete, these forms will then assist you to complete the [Guidance for Reporting Involvement of Patients and the Public (GRIPP) 2 (short form) reporting checklist](https://www.bmj.com/content/358/bmj.j3453) (see end of form for more details).

**Researcher: [Please insert name and job title]**

**NIHR Imperial BRC Theme and Team: [Department/Team name/Centre, etc.]**

**Date of advice given by the Imperial BRC Panel member/s:**

**What advice did you request from the Panel member/s?** *[e.g. review of entire funding application, review of public involvement section of funding application, review of lay summary, review of design of study, review of participant information sheet, advice on study recruitment strategy, advice on plan for dissemination of study results, creation of plain English summary of study results, advice on where to find appropriate members of the public/patients to involve in your study, advice on holding a public involvement event etc]*

**What advice was provided to you by the Panel member/s?** *[This can be described in general terms but we recommend that you keep a record of the specific advice provided and whether it was acted upon in order to accurately record the impact of public involvement on your study over time. The GRIPP2 checklist can be utilised for this purpose – please see below]*

**Which advice provided to you by the Panel member/s did you act upon?** *[Please explain which advice was acted upon and also what advice was not acted upon and why, or alternatively, if the advice will be acted upon at a later stage in your study and when or at what stage that will be]*

**In your opinion, what impact did the advice provided by the Panel member/s have on your proposal/study/event and on you as a researcher (if any)?** *[Remember this can be both positive and negative]*

**What future plans do you have to take forward public involvement in this particular proposal/study as a result of the event held/advice provided?**

**How will you provide feedback to the patients/members of the public (if any) that you involved in your proposal/study/event?**

*The GRIPP2 checklist below has been developed in order to ensure consistent reporting of public involvement to increase its evidence base.* ***It will also assist you to report the impact of public involvement to your funder. The British Medical Journal (BMJ) now requires all abstracts submitted to them to have completed the GRIPP2 checklist and it is envisaged that more journals will be taking this approach in future.*** *Please note the short form GRIPP2 checklist (set out below) is used when public involvement is not the primary focus of the study. If public involvement is the primary focus of your study, please use the long form GRIPP2checklist also found* [*here*](https://www.bmj.com/content/358/bmj.j3453)*. If you need assistance completing this form, please contact the NIHR Imperial BRC Patient Experience Research Centre on* *publicinvolvement@imperial.ac.uk* *or T: +44 (0) 20 7594 3822.*

GRIPP2 short form checklist[[1]](#footnote-1)

| **Section and topic** | **Item** | **Reported on page No** |
| --- | --- | --- |
| 1: Aim | Report the aim of PPI in the study |   |
| 2: Methods | Provide a clear description of the methods used for PPI in the study |   |
| 3: Study results | Outcomes—Report the results of PPI in the study, including both positive and negative outcomes |   |
| 4: Discussion and conclusions | Outcomes—Comment on the extent to which PPI influenced the study overall. Describe positive and negative effects |   |
| 5: Reflections/critical perspective | Comment critically on the study, reflecting on the things that went well and those that did not, so others can learn from this experience |   |

*PPI* patient and public involvement (or “public involvement”)

1. Staniszewska, S., Brett, J., Simera, I., Seers, K., Mockford, C., Goodlad, S., Altman, D., Moher, D., Barber, R., Denegri, S., Entwistle, A., Littlejohns, P., Morris, C., Suleman, R., Thomas, V. and Tysall, C. (2017) 'The GRIPP 2 reporting checklists: tools to improve reporting of patient and public involvement in research', *Research Involvement and Engagement*, 3. [↑](#footnote-ref-1)