

Patient Safety Partner (PSP) Recruitment Pack



Can you be a voice for patients at Sheffield Teaching Hospitals?

We are seeking motivated and interested individuals who want to help influence and improve patient safety at Sheffield Teaching hospitals by becoming Patient Safety Partners.

Patient Safety Partners

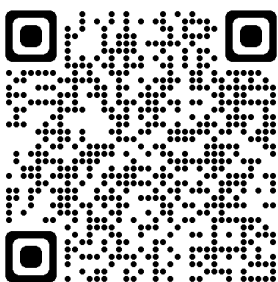
In June 2021, the new 'Framework for Involving Patients in Patient Safety' was published by NHS England. This framework sets out approaches and standards that help to make a positive difference to how patient safety is viewed and managed in the NHS.

A key part of the framework introduces Patient Safety Partners; empowering patients and their carers to be involved in their own safety, as well as being partners alongside staff in improving patient safety in NHS organisations.

As a Patient Safety Partner, you will make a vital contribution to improving patient safety. It is vital that the people we serve are involved in decisions about ensuring our services are safe and of a high quality, and the Patient Safety Partner role is key to ensuring that we are working together on this.

Please take a look through this recruitment pack which outlines what the role involves. After reading through the pack, if you have any questions or would like further information, please get in touch by emailing the Patient Experience Team: sth.patientexperience@nhs.net

If you would like an expression of interest form these can be found [here](#) or by scanning the QR code below:



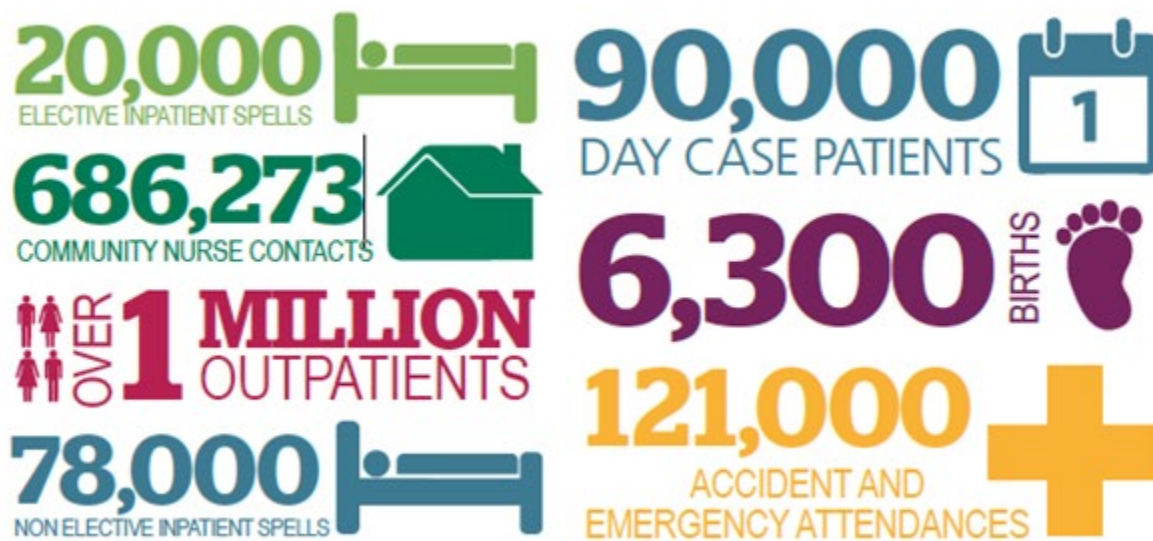
You can also access the link via any smart device. Simply hold your camera over the QR code and a link to the webpage will appear.

Sheffield Teaching Hospitals

Sheffield Teaching Hospitals NHS Foundation Trust is one of the UK's biggest providers of integrated hospital and community-based healthcare providing a comprehensive range of local and tertiary services to the residents of Sheffield, South Yorkshire, Mid Yorkshire and North Derbyshire and also some highly specialist services to all parts of England.

We have a history of delivering high quality care, training and developing high calibre multidisciplinary health professionals, clinical excellence and innovation in medical research.

We have a budget in excess of £1.2billion and deliver over 2 million patient contacts every year thanks to the support of our 18,500 staff.



What work would you be involved in?

The main role of the patient safety partner is to ensure that the patient voice is heard within Sheffield Teaching Hospitals, with the core purpose of improving safety and quality.

These voluntary roles can take a variety of forms, for example Patient Safety Partners may:

- Join us as a peer at regular meetings to contribute your thoughts and guide our thinking – these could be face-to-face or held remotely via Microsoft Teams.
- Get involved in improvement projects; helping us to identify what systems we should have in place to maximise the likelihood of things going right.
- Take part in staff recruitment, to help explore the candidate's understanding and commitment to involving patients in their own safety.
- Be involved in staff training to bring a patient perspective.
- Help us write information for patients, carers and families so that it is easy to understand.

Each role is for a fixed 18-month period with the option to extend.

What are we looking for?

Skills and Experience

Candidates will need to demonstrate a genuine commitment to developing and improving the safety of health services along with an understanding of patient safety. The ideal candidate will have personal or lived experience relating to local NHS healthcare services.

As an advocate of patient safety, there is a requirement that candidates will have the confidence to communicate well verbally with senior leaders over strategic issues and provide a patient carer or lay perspective. They will be willing to challenge as a 'critical friend'.

Time Commitment

The time commitment for each Patient Safety Partner will be dependent on the areas of work that they are involved with and can be considered during our discussions. We aim to be as flexible as possible.

Diversity and equality of opportunity

Sheffield Teaching Hospitals value and promote diversity and is committed to equality of opportunity for all. To help us to understand if we are achieving this, we ask you to fill out an equal opportunity monitoring form as part of the application process. In addition, please let us know if you have any support needs so that we can understand how we can assist you to participate fully.

We particularly welcome applications from:

- People living in areas that could be seen as disadvantaged that are most impacted by the rise in cost of living.
- People with protected characteristics as listed in the Equality Act (2010). These are: age, disability, race, gender reassignment, marriage and civil partnership, sexual orientation pregnancy and maternity.

How will we support you?

Induction and training

All Patient Safety Partners will receive an induction and ongoing training which will include both generic and role-specific information. You will therefore need to be willing to receive training in patient safety and attend other mandatory training sessions relevant to the role.

Ongoing supervision and support will be provided by a "buddy" – a member of staff who will support you to:

- Review information and help you to understand, contribute and develop your ideas.
- Develop within your role, in areas such as decision making.
- Ensure your views and feedback are heard and responded to.

In addition you will have access to on-going training and peer meetings for Patient Safety Partners to share your experiences and shape involvement.

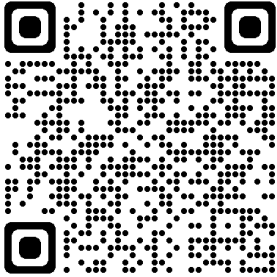
Expenses

As this is a voluntary role reasonable out of pocket expenses are covered. PSPs can claim a maximum of £9 per session, to cover public transport costs, mileage, parking and hot drinks.

How to apply

If you are interested in applying for the Patient Safety Partner role, or would like further information please get in touch by emailing the Patient Experience Team: sth.patientexperience@nhs.net

If you would like an expression of interest form these can be found [here](#) or by scanning the QR code below:



Please complete the form carefully as we will rely on the information you provide in the application form to assess whether you have the skills and experience required for this role. When applying think about

- Why you are interested, including personal experiences of processes in the NHS (or other organisations).
- What skills, past experiences, and insights you feel you can bring to the role.
- Any potential conflicts of interest we should consider.
- Any accessibility issues we need to make adjustments for.
- Please also indicate what days and times of the week are best suited and if there are any you are unable to commit to.

If you need any support in completing the form please contact the Patient Experience Team (details above).

Once we receive your application the steps will be:

- We will acknowledge receipt of your application form via email (unless otherwise specified).
- Applications will be shortlisted by a panel.
- Applications will be assessed for values, skills and experience
- We will contact those unsuccessful to signpost to other opportunities to support the Trust
- Informal discussions will be arranged for shortlisted applicants
- Those who willing and able to join as a partner to be invited to attend induction.

Please note that before starting in the role we will need to complete the following checks:

- References – we will ask for 2 references where the referee has know you for at least 6 months. Referees must not be family members but could be a current or recent employer, someone from an academic institution or a person of standing in the community, such as a medical / nursing professional, a teacher, a civil servant or a religious leader.
- Verify your identity
- Complete a Disclosure and Barring Check – standard check.