

Personal and Public Involvement (PPI)



Key steps for Involvement

Purpose of Involvement – the programme of change

- Why you are involving people?

What is the aim of the Involvement?

- What issues are open for discussion?
- What influence can be made?
- What resources are available?

Identify methods to involve

- Select/develop methods that are suitable/appropriate for stakeholders.

Undertake the Involvement

- Develop an Involvement plan – engage stakeholders and utilise existing structures.
- Support people to get involved, provide training, reimburse out of pocket expenses, etc.
- Listen to ensure open and transparent engagement.
- Raise awareness.

Stakeholder analysis

Who needs to be involved, how might they be affected? Consider:

- Service Users
- Carers
- Public – specific communities
- Staff
- Section 75 equality groups

Identify evidence

- What existing evidence is available to inform thinking, plans and decisions?

Take the decision

- Utilise evidence base.
- Have clear rationale.

Review Involvement

- Provide feedback to all involved.
- Identify the impact of Involvement for service area and for Service Users and Carers. How will this Involvement activity influence further Involvement opportunities in your service?

For more information on Involvement, Co-Production and Partnership Working please visit the Engage website.

<http://engage.hscni.net>

KEY

Planning

Doing

Reviewing

