

Personal and Public Involvement (PPI)



Guidance for staff on how to complete reflective practice at the end of an Involvement activity

This guide will support staff to reflect back on the Involvement experience and capture key learning for future Involvement opportunities or work packages. Reflective practice is, in its simplest form, thinking about or reflecting on how the Involvement activity went. It is closely linked to the concept of learning from experience, in that you think about what you did, what happened, and decide from that what you would do differently the next time you deliver an Involvement opportunity.

You can use this guide personally or as group, it is important that you book out protected time and walk through the reflective practice process with a degree of curiosity and openness. There is no set way of using this guide, you can scribe/ record what people are saying or have an informal relaxed conversation.

Step 1: Identify	Identify the Involvement activity that you went through?
Step 2: Describe the experience	Describe the experience, you may want to consider the following: <ul style="list-style-type: none">• What happened?• When did the Involvement opportunity happen?• Any particular thoughts that you have about it?
Step 3: Reflection	Reflection, you may want to think about: <ul style="list-style-type: none">• How did you behave?• What thoughts did you have before and during the Involvement activity?• How did it make you feel?• Were there any situations or factors that influenced the Involvement activity in either a positive, neutral or negative way?• What have you learned from the Involvement experience?
Step 4: Preconceived ideas	<ul style="list-style-type: none">• How did the Involvement experience match with your preconceived ideas?• Were the outcomes expected or not expected?• What behaviours do you think might have changed the outcome?
Step 5: Next steps	<ul style="list-style-type: none">• Is there anything you would say or do differently?• What actions can you take to change/influence future Involvement opportunities?• What behaviours or approach might you try out?

KEY

Planning

Doing

Reviewing

<http://engage.hscni.net>



Conclusion:

Reflective practice has huge benefits for staff, Services and Carers that are leading on Involvement activities. It helps capture the learning after the event. It also helps build the groups self-awareness to better understand the nature of future Involvement opportunities. This exercise may feel strange at the beginning, but ultimately it will save you time and resources in the future.

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

<http://engage.hscni.net>

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PPI - Involving you, improving care

