

# INVOLVE

## Examples of Public Involvement in Social Care Research

**INVOLVE is looking for someone to identify and produce a summary of examples of public involvement in social care research**

**The closing date for applications is 1pm  
10<sup>th</sup> December 2007**

**This document can be downloaded from INVOLVE's  
website [www.invo.org.uk](http://www.invo.org.uk)**

**INVOLVE is a programme of the  
National Institute for Health Research (NIHR)**

# INVOLVE

## Consultancy Brief

### Examples of Public Involvement in Social Care Research

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#### 1. Background

We are looking to gain a better understanding of the nature of public involvement in social care research projects in England, to illustrate the different ways that the public can get involved in research, and to highlight lessons learnt from involvement and the difference that public involvement is making. The term 'social care' covers a wide range of services, which are provided by local authorities and the independent sector. We are taking a broad definition of social research to include all research activities as defined by those who consider themselves to be undertaking social care research.

It is anticipated that the information from this project will be of interest to researchers, funders, commissioners and the public in increasing awareness and understanding of public involvement in this area.

The work will involve:

- mapping work to identify potential social care research projects where there is public involvement
- gaining brief information on the nature of the projects and the public involvement
- producing a document summarising the information provided about each research project, as well as the process adopted for identifying projects

This project is one of two similar projects being commissioned by INVOLVE. The second project is looking to identify examples of user controlled research (see separate project brief). There will be a joint advisory group for both projects, to

ensure consistency across the two projects, but the approaches and methods adopted may be different.

A second piece of work is also planned for 2008 which will be commissioned separately after completion of this first stage. This will involve selecting a sub-set of the projects identified, to illustrate in greater detail the processes and nature of involvement in the projects.

Further information on the work of INVOLVE can be found at [www.invo.org.uk](http://www.invo.org.uk)

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## **2. Project outline**

### **Stage 1: Mapping of social care research projects**

- develop and agree with INVOLVE working criteria and methods for identifying and including projects
- identifying and contacting research projects

We would expect the successful applicants to develop an approach that would enable the identification of a broad mix of ongoing and completed research projects (completed within the last 12 months). The successful applicants would be expected to utilize a range of methods and networks to identify projects including searching relevant databases.

The examples, should seek to include:

- a range of research projects involving service users and carers with different experiences (e.g. people from black and minority ethnic communities, young people)
- involvement in different stages of the research cycle
- local and national research projects

### **Stage 2: Collecting information about research projects**

The information collected about projects should be relatively brief, but provide basic information similar to that collected for the INVOLVE research projects database ([www.invo.org.uk](http://www.invo.org.uk)):

- Title of project / Aims / Research design / Methods used
- Brief project description
- Time scales
- Source of funding
- Involvement in the project (who involved, stages involved, brief description of involvement)

- Ways that involvement has made a difference to the research, researchers and those involved
- Contact details

Collecting information similar to that asked of entries to the INVOLVE research project database, will enable the information (with consent) to also be added to the database, widening peoples awareness of involvement in this area.

It is expected that this stage will probably be completed in most instances via members of the research project teams self completing questionnaires.

### **Stage 3: Producing a report**

This stage will include collation and presentation of information collected from research projects. The report will include:

- Brief summary of the methods used to identify and collect information including search strategies used
- Brief reflective account of the methodology and findings
- Nature of service user and carer involvement in the project
- Details of the individual projects, presented as separate examples, produced in a standard format.

The information produced needs to be presented in a similar format, and be consistent with the user controlled work running parallel to this project. Compatibility will need to be agreed through discussion with the project advisory group.

All written material produced must be in plain English. The information collected, and produced during this project will be the property of INVOLVE and will also be used for inclusion in the research projects database (where consent is obtained from individual projects).

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## **3. People to liaise with**

Reporting to INVOLVE Support Unit and project advisory group. It is anticipated that this will involve 1-2 meetings, in London, with further communication by phone and email where appropriate.

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## **4. Resources available**

**£10,000 maximum (including VAT)**

The costs of final formatting and production will be carried out by INVOLVE, and should not be included in the costs.

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## **5. Selection criteria will include:**

- Clarity of focus on the issues identified in this specification
  - Evidence of established links with social care research networks to assist in identifying projects for inclusion
  - Experience of undertaking similar work to that identified in the project brief
  - Evidence of ability to produce high quality work with good attention to detail
  - Experience and understanding of social care research
  - Experience and understanding of public involvement in research
  - Plans for public involvement in the proposed work
  - Value for money
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## **6. Timescale**

**Closing date for applications: 10th December 2007**

**Commence: January 2008**

**Completion: Date to be agreed with successful applicants**

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## **7. How to apply**

**Please write to the address below briefly outlining:**

- proposed plans to undertake the work including methods for identifying projects for inclusion as examples

- plans for service user and/or carer involvement in developing the work
- who would undertake the work, including background and relevant experience and links to different networks
- a detailed breakdown of costing for the work
- a written plan of the timescale for the different stages of the project and proposed start and end dates
- procedures you would adopt to ensure completion of the work within the timescale proposed

Please include names and contact details for two referees that you are happy for us to approach, without further notice, during consideration of your application.

- **Please clearly mark the outside of the envelope SOCIAL CARE EXAMPLES APPLICATION. Please note that email or fax applications cannot be accepted.**
- **Applications will not be opened before the deadline on the 10<sup>th</sup> of December.**

**Deadline for applications is: 1pm 10<sup>th</sup> December 2007**

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## **8. Further information**

If you would like a copy of this paper in another format please contact

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For additional information on INVOLVE please visit our website: [www.invo.org.uk](http://www.invo.org.uk)

For further information please contact Sarah Buckland [sbuckland@invo.org.uk](mailto:sbuckland@invo.org.uk) tel: 02380 651088.

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## **9. What happens next?**

After the deadline has passed, proposals will be reviewed and a decision made on the appointment by 21<sup>st</sup> December 2007. We may contact you prior to this date with additional questions.

We will however notify all applicants as to whether they have been successful or not.

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