

Volunteering opportunities for CCG volunteers Jan 18 – Aug 19

Our volunteers receive regular updates on available opportunities to get involved. During all the below activities we expect our volunteers to fulfil their duties as per this guide www.leedsccg.nhs.uk/content/uploads/2019/07/CCG_vol_guide_V1_1.pdf . All CCG volunteers have been supported by the CCG staff during their involvement in all the opportunities below.

Some of the opportunities listed in this document became available before the CCG volunteers programme came into place, as part of the Patient Leader programme. However some of the CCG volunteers remained involved in the projects and have continued to be supported by the CCG staff in their role.

Date advertised	Project name and description	Volunteer role
Jan 18	<p>Social prescribing engagement Social prescribing is a way of enabling health professionals to refer patients with social, emotional or practical needs to a range of local, non-medical services. In Leeds, the social prescribing services are currently delivered by three different schemes. The CCG intends to commission a single citywide social prescribing service model in Leeds from 1 September 2019.</p> <p>www.leedsccg.nhs.uk/get-involved/your-views/social-prescribing/</p>	<ul style="list-style-type: none"> • Support the development of an engagement plan and survey • Attend drop in events during the engagement period (once a month for 2 hours) • Provide patient assurance for the duration of the engagement • Attend quarterly social prescribing performance meetings to review key performance indicators and ensure that the service is meeting the needs of local people • Support the commissioning team to develop a service specification based on the engagement results • Sit on the procurement panel and attend a procurement training • Support the CCG to draft bidder questions for the engagement, equality and partnership sections of the tender (an invitation to providers to bid for the service).

		<ul style="list-style-type: none"> • Score applications for the engagement and partnership sections of their bids • Sit on the citywide social prescribing steering group • 3-4 volunteers needed
June 19	<p>Primary care mental health services engagement Primary Care Mental Health Services (PCMHS) are usually provided through GP practices to people who are feeling low, vulnerable or anxious. There are three different PCMHS in Leeds:</p> <ul style="list-style-type: none"> • Improving Access to Psychological Therapies (IAPT) • Primary Care Mental Health Liaison Service • Perinatal Mental Health <p>In April 2018, the three local Clinical Commissioning Groups (CCGs) merged into NHS Leeds CCG. As one CCG we intend to commission a single primary care mental health service for Leeds from 1 October 2019. www.leedsccg.nhs.uk/get-involved/your-views/primarycaremhservices/</p>	<ul style="list-style-type: none"> • Support the development of an engagement plan and survey • Attend drop in events during the engagement period (once a month for 2 hours) • Provide patient assurance for the duration of the engagement • Support the commissioning team develop a service specification based on the engagement results • Sit on the procurement panel and attend a procurement training • Support the CCG to draft bidder questions for the engagement, equality and partnership sections of the tender (an invitation to providers to bid for the service). • Score applications for the engagement and partnership sections of their bids • 1 or 2 volunteers needed
Aug 19	<p>Tier 3 Specialist Weight Management service engagement The Tier 3 Specialist Weight Management Service supports adults with severe and complex obesity to lose weight through a range of interventions for a period of 12-18 weeks. This service is planned to be re-procured in Sept 19. www.leedsccg.nhs.uk/get-involved/your-views/tier-3-weight-management-service-engagement/</p>	<ul style="list-style-type: none"> • Support the development of an engagement plan and survey • Provide patient assurance thorough the engagement • Support with the promotion of the survey • Sit on the procurement panel and attend a procurement training for 1.5 hours during • Assess and score each application • 1 volunteer needed

Sept 18	<p>Leeds Cancer Programme Patient and Public Engagement Hub - the Hub provides assurance for all the engagement work that falls out of the Leeds Cancer Programme</p> <p>leedscancerprogramme.org.uk/</p>	<ul style="list-style-type: none"> • Attending the Patient and Public Engagement Hub once/month. The meeting lasts 2 hours. • 2 volunteers needed
Sept 18	<p>System Leadership Hub - the hub is a system leadership community across health and social care in Leeds. The group brings together 'system leaders' – people who want to build a partnership vision in Leeds where services work together to improve health and care across the city</p>	<ul style="list-style-type: none"> • Being part of the hub and attending 2 full day meetings / year. • 2 volunteers needed
Sept 18	<p>Big Leeds Chat 2018 – this is a citywide one day event to engage with the public about the future of health and social care in the city.</p> <p>healthwatchleeds.co.uk/our-work/bigleedschat/</p>	<ul style="list-style-type: none"> • Attend the event, the whole day or just a few hours, to engage with the public about what they love about Leeds and what matters to them in terms of their wellbeing. • Open to all volunteers
Sept 18	<p>The West Yorkshire and Harrogate health and Care Partnership (WYH HCP) People's Panel - The people's panel is the equivalent of our local Patient Assurance Group (PAG) but it looks at providing assurance at a regional level.</p> <p>www.wyhpartnership.co.uk/</p>	<ul style="list-style-type: none"> • Attend a 3 hour meeting every 4 or 5 months • 2-3 volunteers needed
Oct 18	<p>Leeds Safeguarding Adults Board (LSAB) – Comms redesign working group – the working group will look at a range of materials aimed to raise public awareness about the different ways that adults can be abused and neglected and how to get support. The working group will discuss ways of improving the materials to make them more accessible</p> <p>leedssafeguardingadults.org.uk/safeguarding-adults/safeguarding-leaflets</p>	<ul style="list-style-type: none"> • Attend a monthly 2 hour meeting for a period of 6 months. • Open to all volunteers

Oct 18	Assisting with a survey in a GP Practice in Pudsey – volunteers needed to administer questionnaires at a specific GP clinic in Pudsey.	<ul style="list-style-type: none"> • Attend the GP practice once a month for 2 h, between 9.30 and 12.30, for a 6 months period. • 1 volunteer needed
Nov 18	Seriously Campaign – This is a NHS Leeds CCG campaign that aims to raise awareness about antibiotics resistance. The CCG organised a 2 day event St James' hospital to promote the campaign with patients and visitor. www.leedsccg.nhs.uk/health/campaigns/seriously-resistant/	<ul style="list-style-type: none"> • Assist the CCG staff with promoting the Seriously Campaign at St James' hospital. Volunteers don't need to be there the whole day. • Open to all volunteers.
Nov 18	Urgent Care Engagement - this engagement seeks out the views of people in Leeds about the proposal to develop five urgent treatment centres across the city. www.leedsccg.nhs.uk/get-involved/your-views/urgent-treatment-centres/	<ul style="list-style-type: none"> • Support the planning and delivery of this engagement • Provide patient assurance throughout the engagement. • Support the engagement activities (such as attending focus groups/drops-ins or helping with completing surveys). • Attend a meeting at least once a month for a period of 12 months. • 1 volunteer needed
Nov 18	Challenging Behaviours – meeting with representatives of partner organisations to look at a policies around people's behaviours (both staff and members of the public) when attending conferences, events, training sessions, etc organised by these organisations.	<ul style="list-style-type: none"> • Attend a monthly meeting for a period of 3 - 4 months to support with the development of the policy around challenging behaviours • 1 volunteer needed
Feb 19	Personal Health Budgets – 117 Aftercare - There is a government mandate to roll out the implementation of personal health budgets (PHBs) to a number of different areas of care. An existing one is Personal Wheelchair Budgets, where patients are able to select the wheelchair they need to address their specific needs. This is in purchased and arranged by the provider to ensure they get the right chair (as opposed to being given a generic one	Be involved in decision making around the process and implementation of 117 PHBs in Leeds by: <ul style="list-style-type: none"> • Sitting on the PHB steering group and representing the patients' voice. • Participating in the NHS England co-production network. • Helping with the development of a co-produced action

	that isn't suitable). www.youtube.com/watch?v=Dc3GTLycZ5k	plan. <ul style="list-style-type: none"> • 2 volunteers needed
Feb 19	Chronic Pain Service Re-procurement - currently the chronic pain service is provided by 2 providers: Leeds Community Healthcare and In-health Pain Management. The contract comes to an end 30 September 2019 and the commissioners are planning the re-procurement of the service. The commissioners are not planning on changing the service that is provided. The only change is that there will only be one provider but the service specification and the pathway will be the same.	<ul style="list-style-type: none"> • Sitting on the procurement panel to assess the applications for the new contract • Attend a procurement training for 1.5 hours during April – May 2019 • Assess and score each application at home between 22 April and 10 May. • Attend a full day consensus meeting between the 7 and 10 May • 2 volunteers needed
Feb 19	Child and Family Health Hubs A new service is being trialled in a small number of GP practices in Leeds. In this service, children who need to be seen by a Consultant Paediatrician can see them at their GP practice alongside their regular GP, rather than being referred to hospital.	<ul style="list-style-type: none"> • Attend the clinic once a month (on the first Thursday of every month), between 1:30-4:30pm to complete surveys with local children and families after their appointment to evaluate how well the new service is working for them. • This would involve using an iPad, directing people to either a parents or children's survey, or helping them answer the questions if they need support. • Opened to all volunteers
March 19	Big Leeds Chat 2019 The Big Leeds Chat team is planning the second Big Leeds chat. The Big Leeds is a new way of listening to people in Leeds. It brings together the most senior decision makers in health and care, working together as one health and care team, to talk to the people of Leeds about what matters to them. The event is an opportunity for these organisations to engage with the public about the future of	Support the CCG and other health and social care partners in planning the next event by: <ul style="list-style-type: none"> • Attending a monthly 2 h meeting between July and November • Being involved in conversations about planning via emails or telephone • One volunteer needed

	<p>health and social care in the city. To find out more please visit: healthwatchleeds.co.uk/our-work/bigleedschat/</p>	
<p>March 19</p>	<p>Safe Haven GP practice engagement Safe Haven GP practice is a service for registered patients in Leeds who have been asked to leave their own GP practice. The Safe Haven Service is also known as the 'Violent Patient Scheme' and 'Special Allocation Service'. The contract for the service will expire on 30 September 2019 and the CCG is preparing to pay for a new service (a process known as re-procurement). www.leedsccg.nhs.uk/get-involved/your-views/safehaven/</p>	<ul style="list-style-type: none"> • Support the development of an engagement plan and survey • Provide patient assurance for the duration of the engagement • Support the CCG engagement team with the analysis of the data and writing of the engagement report • Support the commissioning team develop a service specification based on the engagement results • Sit on the procurement panel and attend a procurement training • Support the CCG to draft bidder questions for the engagement, equality and partnership sections of the tender (an invitation to providers to bid for the service). • Score applications for the engagement and partnership sections of their bids • One volunteer needed
<p>April 19</p>	<p>Involving you : an annual report on CCG engagement activity 2018 - 2019 <i>Involving you</i> offers an overview of the CCG engagement activities that have taken place over course of a financial year and includes a summary of what people told us and what we did in response to hearing those views. A copy of the Involving You can be found here: www.leedsccg.nhs.uk/get-involved/publications/</p>	<ul style="list-style-type: none"> • Support the engagement team to develop and design the document • Provide assurance that the final document is accessible to the wider audience and available upon request in other languages and formats • Attend one 2 hour meeting during April • Proof read and offer feedback on the draft report • 3 - 4 volunteers needed
<p>April 19</p>	<p>Wetherby Mental Health Services engagement The NHS Leeds Clinical Commissioning Group (CCG) is</p>	<ul style="list-style-type: none"> • Attend meetings relating to the engagement • Attend steering group meetings

	<p>supporting an engagement by Tees, Esk and Wear Valley (TEWV) NHS Foundation Trust to provide inpatient and community mental health care to working age adults and older people in Wetherby.</p> <p>www.leedsccg.nhs.uk/get-involved/your-views/tewvmh2019/</p>	<ul style="list-style-type: none"> • Provide ongoing support to the project • The involvement will likely be once a month until end of September 2019, with a possibility for a longer involvement • One volunteer needed
May 19	<p>British Sign Language Interpreting Services in Primary Care</p> <p>NHS Leeds CCG pays for a BSL and Deafblind Communicator Guide service to support people who are deaf, hard of hearing and deafblind to access primary care services in Leeds. The existing contract will end in March 2020 and we want to review the current service and use feedback from the deaf, hard of hearing and deafblind community to improve the service.</p> <p>We will hold an event/workshop in the summer of 2019 for people from the deaf, hard of hearing and deaf blind community, their families and the services that support them to gather their views.</p> <p>www.leedsccg.nhs.uk/get-involved/your-views/british-sign-language-interpreting-services-in-primary-care/</p>	<ul style="list-style-type: none"> • Help with organising the event by attending one planning meeting and being involved in conversations via email or telephone outside the meeting. • Attend the event/workshop and support the CCG staff with facilitating conversations • 1 or 2 volunteers needed
May19	<p>Leeds Community Healthcare NHS Trust Engagement Strategy</p> <p>The Leeds Community Healthcare (LCH) is working with partners and patients across the city to develop a Trust Wide Engagement strategy for LCH.</p>	<ul style="list-style-type: none"> • Attend 3 half a day meetings between June- August 2019 • Review and feedback on documents sent by the LCH project lead • One or 2 volunteers needed
June 19	<p>CCG Volunteer Recruitment Steering Group</p>	<ul style="list-style-type: none"> • Attend monthly or fortnight meetings until August to

	<p>The CCG is planning its next volunteer's recruitment. The next set of applications will be launched at the beginning of August 2019.</p> <p>www.leedsccg.nhs.uk/get-involved/ccg-volunteer/</p>	<p>help plan the next recruitment</p> <ul style="list-style-type: none"> • Help promote the CCG volunteer programme recruitment • Help with shortlisting the applicants • Help with interviewing the applicants • Up to 3 volunteers needed
	<p>Co- production training This session will define co-producing and explore its potential in health and social care commissioning. We will look at examples in practice and explore in detail the elements of codesign, co-decision making, co-delivery and co-evaluation.</p>	<ul style="list-style-type: none"> • Support the CCG staff to develop a co-production training • Supporting the CCG staff to deliver the co-production training • One volunteer needed
	<p>Procurement training This session will explain paying for health services (procurement) and the process in choosing the best provider (tendering) at the CCG.</p>	<ul style="list-style-type: none"> • Support the CCG staff to develop a procurement training • Supporting the CCG staff to deliver the procurement training • One volunteer needed

For more information please email Caroline Mackay, caroline.mackay2@nhs.net or call on 0113 843 5473.