

The Path to Excellence

Public Consultation

How we create the best possible improvements for healthcare in South Tyneside and Sunderland

Partner third sector and interest groups - focus group delivery overview



1

The Path to Excellence consultation overview





Consultation - overview

Following a public 'listening' phase, clinical experts in the two CCGs and the two NHS Hospital Trusts in South Tyneside and Sunderland NHS partnership have developed options for further consultation.

These organisations are:

- NHS South Tyneside Clinical Commissioning Group
- NHS Sunderland Clinical Commissioning Group
- South Tyneside NHS Foundation Trust
- City Hospitals Sunderland NHS Foundation Trust

A public consultation is asking for your views and ideas on different potential changes to stroke, maternity (obstetrics), women's healthcare (gynaecology) and children and young people's healthcare (urgent and emergency paediatrics) hospital-based services in South Tyneside and Sunderland.





2

Taking part – Focus Groups



Taking part through focus groups

Partner third sector and interest groups are being offered the opportunity to take part through running local focus groups, where the proposals can be discussed and feedback given to the consultation.

Who: Any group of people who wish to run a group

What: A focus group of ideally 8-10 people meet as a one-off opportunity to discuss one or more service areas under consultation

Where: Local to your community or organisation, wherever you want

When: Anytime between now and end of September 2017 – though there will be additional support for you to run a Focus Group in ‘*Focus Group Fortnight*’ from 11th-24th September

How: Return the ‘Expression of Interest’ form ASAP. A Webinar, open to all on 6th September 2-3pm, will give tips on how to run your focus group



Moderators briefing pack – contents

A 'Moderators briefing pack' or 'toolkit' is available containing all the information you need to deliver a Focus Group:

- Moderator's guidance – tips on delivering successful focus groups, specific to this consultation
- Focus group discussion guide – a guide to follow over the course of the group for consistency across the groups
- Signposting to sources of information needed to discuss the options being consulted on – from the full and summary consultation documents, travel and transport information and Health Inequalities Impact Assessments.
 - NB: All can also be requested as hard copies from NECS
- Infographics – to ease discussion, with summaries of the options.
- Reporting template – you will need to use this to feedback your group comments
- Monitoring form – to help us understand who has contributed
- Financial reimbursement form – and details about how to receive this





Detailed information

A summary of all the relevant documents can be found at:

<https://pathtoexcellence.org.uk/>, including:

- Full consultation document
- Summary consultation document
- Pre-consultation business case

There are several documents relating to travel and transport:

- Travel and Transport Impact Assessment
- Travel and Transport Impact Assessment Public Summary
- Travel and Transport Impact Assessment service review

There are also individual Health and Health Inequalities Impact Assessments for the service areas under consultation: stroke, maternity (obstetrics) and women's healthcare (gynaecology), and children and young people's healthcare (urgent and emergency paediatrics) service proposals.





Focus groups - principles

Focus groups are a form of qualitative research

- Open questions
- Moderated impartially and objectively (don't lead or bias with your own opinions)
- Follow a discussion guide that allows exploration of themes as they occur
- Allows exploration of emotional response – gets 'beneath the skin' of issues
- They are focused on a specific issue and guided to reach conclusions
- These are not the only form of engagement with the consultation process – it is important
- They are a constrained exercise, you are free to express your opinion outside of the group process

See Moderators Guidance and attend the Webinar for more detailed information



Getting a focus group together

You will need to set a date to bring people together for the group

Why ask third sector and interest groups?

- Representative opinion is important to hear
- Working with the sector helps bring a range of opinion into the responses and supports those who may not be able to contribute in other ways
- Ideal group size 8-10

A standardised approach through this focus group exercise facilitates

- NHS duty to consult
- Ready and level comparison
- Parity of opinion – everyone can have a say
- Quality Assurance and other scrutiny of the process



When to hold your focus group

The formal consultation period runs from 5th July – 15th October 2017, though to facilitate the analysis all reports will need to be sent to NECS electronically by **2nd** October.

You can run a group anytime you want to, but NECS will provide enhanced support in '**Focus Group Fortnight**' – to run from 11th – 24th September – when partners are encouraged to deliver their groups and there will be a dedicated phone line for queries.

Join the Webinar! - To support you in Focus Group delivery, a webinar is planned for **6th September, 2-3pm** which will run through tips and tactics for running an effective focus group – more details will be circulated soon.



3

Next steps





What to do if you're interested in holding a focus group

To deliver a focus group, here's what to do next

- Contact NECS to express an interest using the form provided
- Read the rest of the Briefing Pack/Toolkit contents and use this to get set up – they can be downloaded here: <https://pathtoexcellence.org.uk/get-involved/hold-focus-group/>
- Download and read the documents from the consultation website: <https://pathtoexcellence.org.uk/information/>
- Don't be afraid to ask for help from NECS if you need it – extra support and advice as well as **a webinar will be on offer on 6th September to support 'Focus Group Fortnight'**
- Deliver the group – this can happen anytime across the summer and throughout September
- Finally - Write up and submit the report to NECS – **by 2nd October**



How to contact us

Printed copies of the focus group toolkit and consultation documents can be requested from:

Alex Rodger, Communications and engagement assistant,
The Path to Excellence

Freepost RTUS–LYHZ–BRLE, North of England Commissioning Support,
Riverside House, Goldcrest Way, Newcastle upon Tyne NE15 8NY

0191 217 2670

Alexandra.Rodger@nhs.net

If you have any queries about the consultation or would like further assistance, you can contact us at NECS:

Email: nhs.excellence@nhs.net

Phone: 0191 217 2670

Write to: The Path to Excellence

Freepost RTUS–LYHZ–BRLE

North of England Commissioning Support, Riverside House, Goldcrest
Way, Newcastle upon Tyne NE15 8NY