



## Involvement Process

Having registered with the Patient Experience and Involvement Team and completed Introduction to Involvement workshop you are ready to get involved.



**For individuals not allocated to specific services:**



You will receive information monthly about our involvement opportunities via your preferred method of contact, also advertised on webpage; [www.leicspart.nhs.uk/getinvolved](http://www.leicspart.nhs.uk/getinvolved)



Let us know if you are interested in being put forward for the opportunity. The involvement activity lead will then select an individual based on the requirements of the role.



The individual selected will be notified that they have been selected for the involvement activity.



You will be sent further details of start date, venue, contact name and Activity Agreement Form.



Any additional support and training requirements will be discussed.

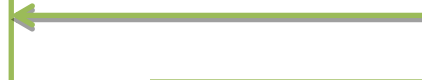


You are now ready for your involvement activity to take place.

**If you have been asked to be involved in supporting a specific service only:**



You will be appointed a Responsible Manager from the service who will act as a point of contact for the involvement work. You can still contact the Patient Experience and Involvement Team for support at any time.



The unsuccessful individuals will be notified they will not be needed at this time. Don't worry, as you will still be considered for other opportunities.



**Please note;** you will always be given feedback on the outcome of the involvement activity you have been involved with.

The Patient Experience & Involvement Team will also contact you after your involvement placement has ended for feedback on the activity you have been involved in.