Interview topic guide version 2- 27 Jan 2021

**Exploring remote working practices for patient public involvement and engagement (PPIE) in health and social care research–Responding to Covid-19**

**Interview Topic Guide**

**Welcome and consent**

* Welcome/thanks
* The interview will last approximately 60 minutes and will be audio recorded
* If interview is on zoom, it will be video recorded – If not wishing to be video recorded, turn your camera off.
* Reiterating right to withdraw, confidentiality, anonymity.
* Explain verbal consent and advise when digital voice recorder is being switched on.
* Check participant is still happy to participate – take verbal consent:
  + Participant to state their name
  + Participant to state they have read through the information sheet and know what the study involves
  + Participant to state that they agree to take part
  + Where participant is providing verbal consent only, researcher requests permission to switch on audio recording and reads out information sheet and verbal consent form and completes for (name of participant, date of verbal consent, researcher adds their name and date).
* Switch digital voice recorder off to create a separate file
* Switch video and/or audio recording on in Zoom and/or switch on digital voice recorder

**Introduction**

The purpose of the discussion today is to help us gain a better understanding of your views about and experiences of remote patient public involvement and engagement (PPIE) working.

This project has been prompted by the necessary changes in our working practices due to the Covid-19 pandemic. But, once the social distancing measures have passed there is still merit in exploring how we can use communication technologies (land lines, smart phones, online conferencing, social media etc.) to facilitate remote PPIE working more effectively to include and engage a wider range of people in our work.

We are also interested in your thoughts on how we can facilitate and improve doing PPIE remotely, working with people without face-to-face contact, in health and social care research.

This information will help us improve practice in remote working in PPIE and help make PPIE activities more accessible.

**Patient public involvement and engagement (PPIE) before Covid-19**

Could I start first by asking you to tell me about any PPIE work you were involved in prior to covid-19.

*Prompts:*

* What PPIE are you taking part in (organisation, research grants, project)
* How did you do PPIE before COVID-19 introduced social distancing measures (face-to-face meetings, teleconferences, working in groups/ forums etc.)
* How do you feelings about your PPIE contribution
* What did you enjoy the most about face-to-face working
* Anything in particular that supported your involvement/engagement at that time (before COVID introduced measures)
* Anything difficult/challenging about face-to-face working (such as financial issues, carer responsibilities, travel, time, etc.)

**Current PPIE work**

So perhaps now I could ask you to tell me about the PPIE work you are currently involved and/or engaged in:

*Prompts*

* What PPIE are you taking part in at the moment (organisation, research grants, project)
* What is different/changed about PPIE now? (limited face-to-face working, remote working)
* What was new for you?
* Remote working – how do you feel about being involved and your contribution?
* What has PPIE helped you with during the period (mental health, connection during isolation)
* Limitations placed on PPIE through working remotely?

**Access to resources for PPIE remote working**

Now can I ask you to tell me a bit about the resources you have available at home (e.g. Wi-Fi, computer, space, etc.) to support you in PPIE remote working at this time

* Access to e.g. laptops, pc, smart phone, Wi-Fi
* Information/ knowledge to guidance (how do to get involved remotely) and PPIE opportunities
* Support that helped you with remote resources, for example organisational support, access to IT team/services, family and friends

**Influences on** **involvement and engagement during Covid-19**

Was there anything in particular that helped your involvement and engagement work during covid-19 current introduced measures?

*Prompts*

* Access to resources
* Computer literacy, (how do you feel about your skills in using technology)
* Knowledge/informed of opportunities available. (How do organisations/groups you are involved with communicate with you at the current time)
* Support you might require in relation to specific challenges you may be facing (e.g. reduced physical or mental abilities) (Voice recognition and electronic resources)
* Confidence in using IT systems/interacting with other people through remote technologies

**Was there anything in particular that made it more difficult to be involved/engaged in PPIE work during covid-19? Positive and negatives of doing PPIE remotely?** *(Note: some of the questions below may have been covered in the previous section, but to reiterate for further elaboration if needed***)**

*What has worked well doing PPIE remotely? (Why?)*

*Prompts*

* Access (adequate Wi-Fi, share internet with others (neighbours) ,
* Home environment (privacy issues, space)
* Time (flexible, less time travel)
* New technologies (e.g. videoconference)
* Confidence about contributing remotely
* Overall health (mental health and social connection)
* Responsibilities (e.g. carer responsibilities, home schooling)
* Support provided/available

*What has not work or worked less well doing PPIE remotely? (Why?)*

*Prompts*

* Wi-Fi access (adequate Wi-Fi (limited), others using the internet – poorer internet connection)
* Home environment (privacy issues, space, other interruptions- share space with others and may limit meeting attendance- others working from home)
* Time (limited time to spend online/ long time spent online, limit meeting attendance- others working from home)
* Unfamiliar technologies (software not supported by different computers e.g. Apple)
* Confidence about contributing remotely
* Support Limitation
* Financial issues (electricity bills, limitations to purchasing data/ credit (state benefits), shared internet with neighbours etc.)
* Over all wellbeing (setting position for long hours, too long screen time, no equipment to help)
* *Responsibilities (e.g. carer responsibilities, home schooling, young children)*

**What could have been done differently/better? (How?)**

**Finally, just before we finish, is there anything that I have not asked about that you would like to add?**

Many thanks