

## PATIENT AND PUBLIC INVOLVEMENT AND ENGAGEMENT REPRESENTATIVES FOR THE GLOBAL, PAEDIATRIC PLATFORM CLINICAL TRIAL, GLO-BNHL

We are inviting applications from patients, parents/guardians of patients and the public to sit on the Glo-BNHL Trial Management Group.

### BACKGROUND INFORMATION

#### Glo-BNHL

The Glo-BNHL trial is trying to find better medicines for children and young people with B-cell non-Hodgkin's Lymphoma (B-NHL) that does not go away (refractory B-NHL) or does but then comes back again (relapsed B-NHL). The medicines used to treat relapsed or refractory B-NHL are very powerful with many side effects and only one in every three children with relapsed or refractory B-NHL are cured with the treatments we have now. It is very important that we quickly find better medicines for these children.

The Glo-BNHL trial is currently in set-up; it will open in at least 17 different countries, with the first hospital planned to start enrolling patients in October 2023. Recruitment will take place over 7 years with a number of different treatments being trialled during this time. The Glo-BNHL trial is being sponsored by the University of Birmingham and the day-to-day activities are managed by the Cancer Research UK Clinical Trials Unit (CRCTU) based at the University of Birmingham.

More information about the Glo-BNHL trial can be found [HERE](#).

### TRIAL MANAGEMENT GROUP

The Trial Management Group is made up of members of the research team and is responsible for the set-up and day to day running of the trial. The group meets regularly to review the ongoing progress and conduct of the trial including: progress of study and site opening, recruitment rate (actual versus predicted), any site issues, data quality and return rate, protocol amendments, general research study issues.

It is essential that the group includes the perspectives of patients and the public. These members of the group are referred to as Patient and Public Involvement and Engagement (PPIE) representatives.

PPIE representatives are essential because they can:

- consider the perspective of a potential trial participant in a different way to other members of the Trial Management Group
- provide a fresh 'critical friend' perspective on the trial design
- offer advice on other planned Patient and Public Involvement in the trial

There are currently 23 members of the group, including 1 PPIE representative. We would like to include another PPIE representative.

More information about the role of PPIE representatives on Trial Management Groups can be found [HERE](#).

## ROLE DESCRIPTION

### Responsibilities

- Prepare for and attend Trial Management Group meetings, providing a patient/public perspective
- Liaise with the Trial Management Group chair and/or the trial management team at the CRCTU by email or telephone between meetings, as required
- On occasion, provide feedback on documents between meetings
- Contribute to discussions and decision-making, respecting the viewpoints of others on the committee
- Maintain confidentiality at all times

### Additional Information

- Around 1 hour is required to prepare for each meeting (primarily pre-reading meeting documents, which will be provided at least 1 week in advance)
- Meetings are held monthly and are scheduled for 1.5 hours, but may be longer
- Meetings are held virtually, with funded opportunities to meet in person on occasion
- Requests may be made to review other documents or participate in other PPIE activities on an ad hoc basis, such as contributing to the creation of documents patients will be given when considering joining the trial
- The role requires an initial commitment of 1 year, with the option to extend throughout the lifetime of the trial
- Applicants must provide information about all potential conflicts of interests, including recent work activities, investments and family connections with the pharmaceutical partners involved in the Glo-BNHL trial
- Expenses are provided for PPIE work as set out below, as per Cancer Research UK guidance:
  - £80 per day (where more than 4 hours is contributed)
  - £50 per half day (where 2-4 hours is contributed)
  - £30 for 20 minutes – 2 hours (including breaks and social time)
  - £5 virtual activity allowance for teleconferences or online activities
  - Reimbursement for reasonable travel expenses, food related to travel for PPIE activities and overnight accommodation (where previously agreed)

## PERSON SPECIFICATION

### Experience

- Lived experience of cancer (as a patient or family member/carer), or a member of the public who could be affected by the issues being researched
- Participating in formal meetings
- Reading and reviewing written documents
- Working as part of a team
- Public involvement in research (desirable, not essential)

### Knowledge

- An understanding of the importance of health research
- A basic understanding of the research process (additional training can be provided)
- An understanding of the importance of public involvement in research

## Skills

- Confidence to voice your opinion in group discussions
- Ability to contribute relevant information to group discussions
- Ability to use email, teleconferencing and online meeting software, such as Microsoft Teams or Zoom
- Ability to be objective and consider the needs and opinions of others

## Personal Characteristics

- Willingness to share personal experiences
- Willingness to learn and develop in the role
- Reasonable flexibility around meeting attendance
- Willingness to travel on occasion

## Learning and Development

- PPIE representatives will receive induction training, to include an introduction to the CRCTU and the Glo-BNHL trial
- PPIE representatives will be assigned a key contact person at the CRCTU to discuss any aspect of involvement in the Glo-BNHL trial
- PPIE representatives will be provided with a PPIE mentor who is an experienced PPIE representative and can provide guidance and support
- The Chief Investigator and other investigators working on Glo-BNHL will provide additional support to PPIE representatives
- Regular training for CRCTU PPIE representatives is scheduled throughout the year
- Additional training can be arranged as required

**We are very grateful for the contribution that PPIE representatives make and understand that participation is voluntary. Efforts will be made to ensure that the demands of the role are able to be met without undue inconvenience.**