

Strategic Clinical Networks™ Patient Engagement Reference Group (PERG) Advisor Request Form

This form is for use by SCNs to make a formal request to include patient / family advisors in PERG to join a specific project or initiative. Please complete the following and send to PatientsasPartners.SCN@ahs.ca.

Date of submission:

Name & position of requester

Scope of project (zone, unit, program, provincial):

Have you had experience engaging patients and families formally in this way before?

Yes No

Name & email address of person who will organize and schedule the engagement activity:

•
•

Specifics & Anticipated Outcomes: (please type your [brief](#), [point form](#) answers below)

1. What is the goal of this project or initiative? What are you trying to accomplish?
•
2. What are the anticipated benefits or outcomes for improved patient experience because of this work?
•
3. What method of engagement would you like to use? (Survey, interviews, focus groups, working group, World Café, Open Space, interview matrix, etc.)
•
4. How will engagement help you achieve your goals?
•
5. What is the timeline?
•
6. What is your budget to support this engagement request?
•

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Patient Engagement
Reference Group



Once clarified and agreed upon, the following will be sent to patient / family advisors for their consideration of the request.

Goal:

Why are you asking the Patient and Family Advisors for this input? Why at this stage in the project?

Please describe in plain language with no acronyms (or define acronyms used).

Role:

What role are the Patient and Family Advisors playing in this process/project?

Questions to ask of your patient and family advisors:

- 1.
- 2.

Please include all support materials that advisors might review in advance of your consultation.

Promise back:

What level of engagement are you at with this agenda item? Use the IAP2.

- consult
- inform
- involve
- collaborate
- empower

Please state your proposed loop back to the patient and family advisors to inform them on how their feedback has been used. Consider when and how and other relevant logistics.

Other logistical details for involvement (meeting dates, times, locations, length):