



# **Participant Information Sheet**

## **Community Hospitals: Embedding Covid-19 positive impact changes through shared learning**



## **Introduction**

The Community Hospitals Association was successful in a bid to Health Foundation Q Exchange to carry out this project which is focussed on Embedding Covid-19 positive impact changes through shared learning. This paper is to entice potential participants to write up and submit their examples of good practice, conceived under the constraints of Covid-19 working, but in reality, offering a better way of working in any environment.

The CHA is a membership organisation established in 1969 and is a unique voice for Community Hospitals and their services, staff, patients and communities.

## **Background**

Community Hospitals (CH) made important contributions during the Covid-19 response, demonstrating flexibility, resilience and innovation. Community Hospitals are local hospitals, often rural, with around 500 throughout the UK. 3 examples of quality improvement and innovation have been shared on the Community Hospitals Association (CHA) website:

\*Improved communication between patients, families and staff via new technology to encourage motivation and progress rehabilitation

\*Improved skills and confidence through locally designed, rapid, virtual training for redeployed staff optimising flexibility and care

\*Optimised use of therapy time through implementing home assessments remotely

The CHA is exploring collaborations, partnerships and practice making innovation possible, across acute, community, NHS, voluntary sector, patients, staff, families.

Individual innovations do not often effect wider change. Systematic survey and analysis of positive changes is required. Findings would be disseminated throughout the CHA, CH and community services to support sustainable improvements in quality for the benefit of patients, staff, services and the wider NHS.

## **What does the project aim to deliver?**

The CHA aims to describe, support and promote innovation developed during Covid-19 through shared learning across the network of CH in the UK.

The requirement for Health Research Ethics approval has been considered using the Health Research Authority Decision Tool and as this project is about collating and sharing learning, ethical approval is not required.

In-depth examination of highlighted case studies will aid development of a protocol to map initiatives nationally.

Using the CHA database, we will survey Covid-19 related innovations and best practice systematically at organisational level. Data collection will be by interview using a standardised protocol or aligned online survey completion. Additional case studies may be completed following data collection.

Analysis using QI methodology on positive impact changes, methodology used, collaborations making them possible and identifying key learning will allow assessment of longer-term impact and the challenges of sustainability.

Learning will be shared across the network of Community Hospitals.



A sample will be re-surveyed after six months to see if previous changes have been embedded or altered and if innovation shared during the survey has effected new changes in practice.

### **How will the project be delivered?**

The CHA has the resources of a well-established voluntary committee to fulfil this work. The committee is multidisciplinary with wide professional backgrounds and a network of contacts. The CHA website [www.communityhospitals.org.uk](http://www.communityhospitals.org.uk) illustrates the range of activities of the committee and members, including the Awards Programme for Innovation and Best Practice, the Research Programme working with 5 Universities, guest blogs, news items, and a resource page with a special focus on Covid-19.

The CHA has appointed social consultancy Just Ideas to work alongside them to deliver this learning project. Just Ideas has a track record of quality, people-centred research and learning, and their team will be supporting the CHA committee by carrying out interviews and a survey to learn about innovations, analysing the information, and developing case studies and learning resources based on what we hear.

A steering group including CHA committee members, members and academic colleagues will oversee the project. A part time assistant will be employed to undertake the project with support from the committee using QI methodology. A project board will steer the work of those undertaking the study.

The steering group will meet quarterly, the project board bi-monthly and the project group monthly.

### **How is the project going to share learning?**

The CHA has an established commitment to sharing learning. During the pandemic this has been done virtually.

Learning will be shared on-line/face to face via focused seminars. Previous events have been well supported by CH staff and voluntary organisations e.g. Leagues of Friends. A Q Special Interest Group for Community Hospitals would be developed.

The project team have an active research interest and have published extensively in the field of CH care and policy (see website). A report and academic paper will be part of the output of the project. Those featured in additional case studies will be asked to write guest blogs and work would be shared using posters, infographics, case studies, forums etc.

CHA is active on social media and will use this mode to share learning and links to activity on the website

Individual lifetime membership of the CHA is free and recruitment of new members continues.

### **Participation in the study**

Organisations who consent to participate will have two options. An individual can be nominated by the organisation to participate in a recorded interview lasting 45 to 60 minutes. Alternatively, an online survey can be completed.

Field notes will be collected during recorded interviews and can be sent to the interviewee upon request. It is their responsibility to share them within their organisation.

If a case study or good practice example to be shared is indicated following an interview or survey submission then additional information would be sought from the individual and/or organisation. The organisation would be invited to comment on a final draft of information identifying them prior to publication.



## **How will we use information about you?**

We will need to use information from you for this project including sharing examples of best practice.

This information will include your:

- Organisation Name
- Name and role
- Contact details

People will use this information to do the research or to check your records to make sure that the research is being done properly.

People who do not need to know who you are will not be able to see your name or contact details.

We will keep all information about you safe and secure.

Once we have finished the study, we will keep some of the data so we can check the results. We will write our reports in a way that no-one can work out that you took part in the study unless we have agreed with you to share your information.

## **What are your choices about how your information is used?**

- You can stop being part of the study at any time, without giving a reason, but we will keep information about you that we already have.
- We need to manage your records in specific ways for the research to be reliable. This means that we won't be able to let you see or change the data we hold about you.
- you agree to take part in this study, you will have the option to take part in future research using your data saved from this study.

## **Where can you find out more about how your information is used?**

You can find out more about how we use your information

- by asking one of the project team
- by sending an email to [infocommunityhospitals@gmail.com](mailto:infocommunityhospitals@gmail.com)

## **Innovation and Best Practice Awards**

CHA runs annual Innovation and Best Practice Awards. In order to maximise and share the learning from this project our 2021 Innovation and Best Practice Award winners will be generated from the work shared with us as part of this project. We will contact you if your organisation is shortlisted.