



ST. VINCENT'S  
UNIVERSITY HOSPITAL  
Elm Park



THE MATER  
HOSPITAL

## UCD Cancer Trials Cluster Working Group Expression of Interest

The University College Dublin (UCD) Cancer Trial Cluster invites members of the public affected by cancer to join its working group. Individuals who are interested and eligible are asked to complete this Expression of Interest and return it to [christopher.crockford@ucd.ie](mailto:christopher.crockford@ucd.ie) by 01 March 2023.

### What is the UCD Cancer Trials Cluster?

The UCD Cancer Trials Cluster is a group of organisations that work together to provide clinical trials for people with cancer. Those organisations are University College Dublin, St Vincent's University Hospital, the Mater Misericordiae University Hospital, and the Cancer Clinical Research Trust. The head of the cluster is Professor Michaela Higgins, a Consultant Medical Oncologist at St Vincent's Hospital.

The UCD Cancer Trials Cluster aims to:

- Increase the number of patients involved in cancer clinical trials
- Expand access to trials (Phase I to IV) for early and advanced common cancers and rarer types that are aligned to expertise in the cluster.
- Enhance collaboration within the cluster as well as national and international organisations.
- Train the next generation of clinical trial professionals.
- Shift from patient '*participation*' to '*engagement*' and '*collaboration*'.
- Ensure that cancer research becomes a fully integrated part of cancer care.

### What is Patient and Public Involvement (PPI)?

Patient and Public Involvement (PPI) in research means that the public and patients work in partnership with researchers to plan and do research. PPI contributors help tell the public about the results and make sure the research is relevant. This is important because it helps to make research more meaningful, applicable, and understandable to patients and the general public.

## **What's involved in joining the UCD Cancer Trials Cluster working group?**

By joining the working group, you will help create a more modern cancer trials cluster. This means providing advice on how the cluster communicates through its website, newsletter, and social media. You will help develop more opportunities for PPI in how research is planned and delivered, and help make sure that every person with cancer has equal access to trials.

The working group currently meets every 6 weeks online for approximately one hour. Between each meeting, working group members volunteer to complete certain tasks. For example, you might be asked to read through a document and give comments or write something from a lived perspective. Or, you might be asked to complete a small project with another group member.

All tasks are voluntary, based around members' availability and expertise.

## **Reimbursement**

Expenses incurred from taking part in the working group will be reimbursed through UCD. For example, if you attend an in-person meeting, your travel expenses (petrol/diesel, train/bus ticket, taxi fare) or lunch/food expenses can be reimbursed. As most of the meetings will be online, we do not expect members of the working group to incur expenses. PPI members of the working group will also be offered honorariums to recognise their time and expertise. Arrangements for this will be decided with the working group members individually.

## **Eligibility**

We are seeking engaged individuals with lived experience of cancer, who can commit to a few hours each month.

No knowledge or experience of research or clinical trials is necessary.

As most meetings will take place online, we can only consider individuals with internet who have access to a laptop, iPad, or smartphone.

We would be delighted to hear from anyone who is interested. We are particularly interested in hearing from members of under-represented communities. This is because some groups of people are traditionally under-represented in cancer clinical trials, for

example, members of racial and ethnic minorities, including the Travelling community, or individuals of low socioeconomic status.

### **What if I have a question or want to discuss the role further?**

If you have any questions at all, please contact Chris Crockford ([christopher.crockford@ucd.ie](mailto:christopher.crockford@ucd.ie)) who is the Cancer Cluster Project Manager or Dylan Keegan ([dylan.keegan@ucd.ie](mailto:dylan.keegan@ucd.ie)) who is the Research Subject Advocate.

### **How do I apply?**

Members will be selected from Expressions of Interest forms received based on the information provided in their motivation statement. We may arrange a short phone call to discuss the role further, at a time that suits you.

Please complete this Expression of Interest form in full, including a short motivation statement, telling us why you would like to be a member of the working group.

The completed form should be sent by email to [christopher.crockford@ucd.ie](mailto:christopher.crockford@ucd.ie) by the **deadline of 01 March 2023**.

## Expression of Interest

PERSONAL DETAILS	
Name	
Town/County	
Phone	
Email address	

**Motivation statement:** *Why I would like to be a PPI member of the Cancer Cluster Working Group* Please tell us why you want to become a PPI member of the Cancer Cluster Group and include any specific contribution that you feel you can make to the group. A specific contribution may be related to your personal background, your lived experience and knowledge, or your interest in research. Please share with us any further information that you feel is relevant for this role.

Written statements should be less than 300 words.

You can send a motivation statement as a document or you can create a video or audio recording, or you can send us a document *and* a video or audio recording. It is entirely up to you.

### Timing of meetings

The Cancer Trials Cluster Working Group meetings will take place during the working week (Monday to Friday). What times would you **usually** be able to join a 1-2 hour meeting online?

Morning (9am to 12noon)                      Yes/No (delete as appropriate)

Lunchtime (12noon to 2pm)                      Yes/No (delete as appropriate)

Afternoon (2pm to 5pm)                      Yes/No (delete as appropriate)

Are there any times or days during the week that you usually would not be able to attend:

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### Other Opportunities

In the future, there may be further opportunities to input into the activities of the cluster. Would you like to be contacted about these further opportunities if they arise?

Response (delete as appropriate): Yes/No

### Declaration

I confirm that:

<input type="checkbox"/>	I do not know, or am not aware of any conflict or potential conflict of interest, which would prevent my participation on the Cancer Cluster working group
<input type="checkbox"/>	I will adhere to the Terms of Reference as set out for my participation on the Working Group
<input type="checkbox"/>	I am aware that participation in this group will have no impact whatsoever on my clinical care or access to clinical trials (if relevant)

Please submit this form to [christopher.crockford@ucd.ie](mailto:christopher.crockford@ucd.ie) by 01 March 2023.

## **Selection process**

Suitable applicants will be shortlisted and invited to a short meeting with one or more other nominated persons. This meeting will take place online. A suitable time and date will be agreed with each applicant for the end of March. A panel may be formed of additional applicants meeting the eligibility criteria. This panel will be kept for 4 years and vacancies arising may be filled from the panel.

The Cancer Cluster will email every person who submits an expression of interest to let them know the outcome of their expression of interest.

## **Data protection**

Please note that all personal data shall be treated as confidential in accordance with the Data Protection Act 2018 and General Data Protection Regulations (GDPR). Your form will be held by the Cancer Cluster Project Manager until the working group is in place. If you have consented to be contacted about future PPI opportunities, your form will be held for 4 years. If you have not consented to be contacted about future PPI opportunities, your form will be deleted once the working group is in place. Details of members of the group will be held for the duration of the group (4 years). If at any time you would like to withdraw consent from the working group and would like your form to be deleted, you can email [christopher.crockford@ucd.ie](mailto:christopher.crockford@ucd.ie).