

STRAVINSKY study – Participant Involvement Panel Terms of reference (written November 2023)

Purpose / role of the group:

The Participant Involvement Panel (PIP) will support the [STRAVINSKY \(Stratification of Clinically Vulnerable People for COVID-19 Risk Using Antibody Testing\) Study](#) to ensure we are conducting research that is relevant, suitable and valuable. We are keen to ensure participant feedback is heard and considered.

The aims of the PIP will be to advise and guide STRAVINSKY researchers and study management team through assessing if the project is on track to answer the research questions, providing open, honest feedback and reflections on the research priorities as well as perspectives and thoughts on how the study is delivered and the wider implications of the research to the public.

Membership:

There will be up to six members on the panel, who should ideally remain members for the duration of the project.

Membership is based on the STRAVINSKY participant criteria. PIP members must be an active participant within the STRAVINSKY study.

Members must have access to the internet and an accessible device to attend virtual meetings via Zoom and an email address for communications.

Responsibilities:

Panel members will:

- Attend meetings and read any papers sent in advance
- Play an active, constructive and co-operative role in meetings
- Respond with comments on documents by the requested dates
- Remain inclusive of the views of all study participants.

Ways of working:

The panel will meet approximately five to six times between November 2023 and February 2025. Meetings will be held virtually on Zoom and will not exceed 2 hours. Members may be contacted between meetings via email for advice/input should the need arise.

The British Society for Immunology will support panel members in their role and provide secretariat for the panel, organising and chairing meetings, circulating papers and sharing information and resources through email. PIP members will follow the [BSI code of conduct](#) during their time on the panel and all involved in the panel will maintain confidentiality of the STRAVINSKY study within the project team.

Remuneration/Recognition:

Panel members will be remunerated in recognition for their work and service. The honorarium offered will be £50 per meeting to reflect involvement which equates to an activity that requires some preparation, with related papers to read in advance, and 2-hour video conference.