**Topic Proposal Form**

Guidance on completing each section of this form is provided in the form of prompt questions. *These are not intended to be comprehensive* but to allow an opportunity to provide the supplier with an overview of the rationale supporting the proposal.

Completed forms should be submitted electronically to [awarsame@ncepod.org.uk](mailto:awarsame@ncepod.org.uk) by **9.00am Monday 19th September 2022**.

The maximum number of words for each response is indicated, where applicable.

|  |  |
| --- | --- |
| **Topic title** |  |
| **Proposal Lead** |  |
| **Organisation** |  |
| **Partner organisations to be considered if successful** |  |

To help us decide under which programme this topic should be considered – please answer yes or no below. If you are it sure then leave it unanswered and we will decide.

|  |  |
| --- | --- |
| **Should this topic be considered specifically for the Child Health Programme**  **(patients aged in the range 0-24 years included)** |  |
| **Should this topic be considered specifically for the Medical and Surgical Programme**  **(patients aged in the range 18 years and over)** |  |

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| 1. **OVERVIEW OF THE PROJECT** |
| Provide a summary of the patient pathway for the proposed topic and at each stage include which domains of quality are relevant (i.e. safety, timely provision of care, effectiveness, efficiency, equitability, patient centeredness) and whether there are opportunities for quality improvement. |
| ***Maximum response 500 words*** |

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| 1. **BACKGROUND INFORMATION** |
| **2.1 Background and clinical context of the proposed topic.** Include a guide to the incidence/prevalence of the condition(s), its impact on the patient and family/carers, and its impact on the NHS and / or social care organisations. Tell us what you think we will find! |
| ***Maximum response 500 words*** |
| **2.2 Relevant data:** Are you aware of any other work on this topic? How will this study enhance or add to the body of work that has already been completed? E.g. national audits |
| ***Maximum response 250 words*** |
| **2.3 Standards and guidelines:** Please give details of any existing standards/guidelines for the care areas to be covered in this study. E.g. CQUINS or NICE Quality Standards etc. |
| ***Maximum response 250 words*** |
| **2.4 Key stakeholders:** Which groups are the key stakeholders for this project? **Please append letters of ‘in principle’ support from potential key stakeholders such as the relevant Royal College, Specialist Association/Society and/or patient organisation(s).** How have stakeholders been involved in the development of this proposal? How much support is there for this project from relevant clinical professionals? |
| ***Please list*** |

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| 1. **RISKS** |
| Please identify the potential risks associated with this proposal? |
| ***Maximum response 250 words*** |

If you would like to discuss a topic informally with NCEPOD please contact:

Marisa Mason – Chief Executive [mmason@ncepod.org.uk](mailto:mmason@ncepod.org.uk)

Neil Smith – Deputy Chief Executive [nsmith@ncepod.org.uk](mailto:nsmith@ncepod.org.uk)

*Neither Marisa nor Neil have any sway in the decision making with regard to which topics are chosen. They cannot tell you whether a topic is likely to be shortlisted or chosen, but can advise you, impartially as to whether it is the sort of topic that NCEPOD could undertake.*

The Clinical Outcome and Review Programme into Medical and Surgical Care is commissioned by the Healthcare Quality Improvement Partnership (HQIP) on behalf of NHS England, Welsh Government, the Northern Ireland Department of Health and the States of Jersey, Guernsey, and the Isle of Man.