

Radcliffe Observatory Quarter, Woodstock Road, Oxford. OX2 6GG
Tel: +44(0)1865 289300 • qresearch@phc.ox.ac.uk

QResearch Advisory Board

Minutes

(05.05.22 11.00am – 12.00pm, dial-in)

Attending: Paula Dhiman, Antony Chuter, Carol Coupland, Caroline Mitchell, Derek Stewart, Jonathan Meadows, Jonathan Ford, Rebekah Burrow, Allison Hirst, Patricia Wilkie, Alex Eavis, Sharon Dixon, Claire Meadows (minutes)

Apologies: Vanessa Young

Chair: Julia Hippisley-Cox

1	<p>Welcome and introductions and apologies</p> <p>Chair welcomed group and apologies were noted</p>	
2	<p>Minutes and actions from last meeting</p> <p>Secretary to add member to the last minutes' attendees</p> <p>Chair will liaise with member on PPI action from last minutes</p> <p>Member's action in minutes is now superseded by member's responsibility for PPI going forward.</p> <p>Secretary to check in with member to make sure he is okay following recent illness</p>	
3	<p>PPI update</p> <p>Member informed the group that she is planning on expanding the PPI information section on the QResearch website to make it more informative. Outputs will also be included on projects pages so applicants and funders can be informed about results. Lay summaries will be included at the beginning of the process. The goal is to make QResearch PPI positive from beginning to end.</p>	
4	<p>Update from Scientific Committee</p>	

	<p>Committee is functioning well. A member wants to address any training needs the Committee may have. A health economist has just left the Committee. A member asked if there was a need to do further recruitment. A member suggested it might be good to start a new round of recruiting at the end of summer 2022 as applications are likely to steadily increase.</p> <p>A member will meet with two other members in due course to discuss taking these actions forward.</p> <p>Member suggested that applicants can be included in Committee meetings if their applications are ongoing in review. Chair will suggest this to the Committee.</p> <p>A member suggested that we start running QResearch data access workshops again which RB had been running in 2020/1.</p>	
5	<p>Update on QResearch practice recruitment, EMIS extracts and staffing</p> <p>Member informed the board that the QResearch data team has expanded.</p>	
6	<p>Update on applications</p> <p>Chair would like an update on this in the next meeting.</p>	
7	<p>Data linkage and covid projects</p> <p>QResearch are now working with HDR UK as one of their trusted research environments, allowing for greater integration between the two organisations, which will aid the application process. We have the resources to work on this from HDR UK infrastructure grant. This will also go towards setting up more support for the applicants making applications on the QResearch website.</p> <p>Member is working with EMIS to get more timely data via amazon web services which can transmit data in near real time. EMIS are retiring their legacy service to make this possible. Member stated that a close eye will have to be kept on costs. All data is still held on servers based in oxford, not in amazon web services. This guarantees the appropriate level of control and also ensures costs are predictable.</p> <p>Member asked how the anonymisation was done and if Oxford held the anonymisation key. Member confirmed QResearch do not hold any keys – these are with EMIS and other data providers.</p> <p>A member would like an infographic informing users of the new processes and what they mean to end users. Member agreed and will produce one for the new PPI section of the website</p> <p>Member is still working on COVID projects on effects and uptake of fourth vaccine and risk models and vaccine priority. Member</p>	

	highlighted the public benefit arising from these projects and how the results are used in clinical practice	
8	<p>Newsletter & comms</p> <p>Member confirmed next newsletter will be going out in summer so will start working on this in June. She will make sure she includes a member of this board in a feature in the next newsletter.</p>	
9	<p>AOB & date of next meeting</p> <p>Member informed board that we have an upcoming NHS Digital audit. Member also updated members that the 2021 ethics report had been accepted by the REC and the favourable ethics approval continues.</p> <p>Secretary to doodle for October meeting</p>	