

# 2019 UK Parkinson's Audit – patient reported experience measure (PREM) information sheet

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**We encourage all services taking part in 2019 audit to also take part in the PREM.**

Your PREM pack contains:

- 50 x PREM questionnaires – **These MUST have your service number entered in the box provided before you hand them to your patients**
- 50 x patient information sheets – these explain why the PREM is being conducted, what will happen with the data provided and highlight that the answers given will be kept private and anonymous
- 50 x sealable envelopes – one for each questionnaire and printed with brief instructions for patients and their carers
- 1 x large postage-paid envelope – to use to return the sealed patient envelopes to Parkinson's UK at the end of the PREM period (30 September 2019)
- A3 laminated poster(s) – these can be displayed in the clinic setting for the duration of the PREM data collection period (1 May 2019 to 30 September 2019)


**If you have registered more than one service, please make sure you add the correct service number to the questionnaires you are handing out.**

## **1. Please hand out a questionnaire, a patient information sheet and a sealable A5 envelope to consecutive patients seen by your service**

These patients do not have to be those you are including in your clinical patient audit.

Hand out up to a maximum of 50 questionnaires within the five-month data collection period **(1 May to 30 September 2019)**.

Questionnaires can be handed out at the beginning of the clinic visit by a receptionist or other identified PREM co-ordinator in your service. Patients should also be provided with a pen. The questionnaire can be completed during the visit, either before or after the appointment. Patients should feel comfortable and not overlooked while completing their questionnaire.



If a carer has accompanied the patient on their clinic visit, they may help the patient to complete the form (there is a question on the form which allows them to say they have completed the form on the patient's behalf if that is applicable).

## **2. Collect the sealed envelopes from your patients**

Once it is complete, the questionnaire will be sealed by the patient or their carer inside the A5 envelope provided and handed back to the receptionist or PREM co-ordinator.

## **3. Return the sealed envelopes to Parkinson's UK**

The receptionist/PREM co-ordinator should store the sealed envelopes as they are returned. When the final one has been collected, the sealed envelopes should be returned to the Audit team at Parkinson's UK in the large postage-paid envelope provided.

All postage-paid envelopes need to be returned to Parkinson's UK by **30 October 2019** – you can return them sooner if you have collected enough.

**A minimum of ten returns will be required from an individual service for inclusion in reporting of results.**

## **Your PREM results**

Data will be analysed both at a service-level and nationally. Your PREM results will be included in your individual service report. National results will be included in the national summary report for the Audit as a whole.

## **Where can I find out more about the audit?**

If you have any questions about the audit, please call Kim Davis, Clinical Audit Manager, on **020 7963 3916** or contact the Audit team at [audit@parkinsons.org.uk](mailto:audit@parkinsons.org.uk)

**Thank you very much for taking part!**