



A Delphi study to identify the research priorities for Facial Palsy UK

Dear Sir/Madam,

We are writing to ask you if you would be prepared to participate in a Delphi study to identify the research priorities for Facial Palsy UK, as perceived by health professionals and key stakeholders, such as service users and their families, the voluntary sector and researchers.

What is a Delphi study?

A Delphi study seeks to obtain consensus on the opinions of 'experts', through a series of structured questionnaires. As part of the process, the responses from each round are fed back in summarised form to the participants, who are then given an opportunity to respond again to the emerging data.

What will I be asked to do if I take part?

This process will consist of an initial meeting on **Thursday February 23rd at 16:00** which will be held **at CAN Mezzanine, Borough, 7 - 14 Great Dover Street, London SE1 4YR**. During this meeting focus groups will be held (8-10 people per group) where participants will discuss the type of research they think should be carried out. The data from these focus groups will be organised into research themes/questions by the researchers. Two further questionnaires will be sent to you via email containing a link to an online survey and you will be asked to rate the importance of these research themes/questions. The amount of time necessary will vary but we anticipate the initial focus group meeting will last 2 hours and each follow-up questionnaire will take around 20 minutes to complete. There are no right or wrong answers as the study is seeking your opinion. We hope you will find the process interesting and the results will be made available to you at the end of the study.

Confidentiality

It is important that you understand your participation in this study is entirely voluntary. Information provided in the focus groups will be recorded, but the information will be fully anonymised and combined with the views of other focus groups. Any information you

provide in the questionnaires will remain anonymous, so no one will know it's you. When the results are reported you will not be identifiable in the findings. Your name will not be recorded in any rounds, instead you will be allocated a unique code.

Who is organising and funding the research?

This research is being carried out by researchers at The Centre for Appearance Research, University of the West of England, Bristol. It is being funded by Facial Palsy UK. The research will ensure a more focussed and coordinated approach to guide future facial palsy research and help strengthen our research funding applications.

What do I do now?

Thank you for taking the time to read this information, we sincerely hope you decide to participate. If you are unable to attend the focus group, you can still participate in the process. Please let us know if you would like to participate by following the link in the email.

If you have any questions, please e-mail Claire Hamlet, the researcher at The Centre for Appearance Research (claire.hamlet@uwe.ac.uk) or call 0117 328 3513.

Yours Sincerely,

A handwritten signature in black ink, consisting of a large, sweeping 'C' shape followed by a small horizontal stroke.

Charles Nduka
CEO, Facial Palsy UK