## Call for Lay Members to be involved in the UK’s Pathway for Innovative Medicines.

The **Innovative Licensing and Access Pathway (ILAP)** is focused on getting the most transformative new medicines to patients in the UK health system more quickly.

**We need your input** to ensure patient, public and societal needs are central to decisions. You will help select which innovative medicines (“products”) enter the pathway.

### What's the task?

Entry to the ILAP is via an application process. You will review applications for ILAP and provide your views on how well they meet the [selection criteria](https://www.gov.uk/government/publications/innovative-licensing-and-access-pathway-ilap/ilap-application-guidance#selection-criteria). You will help select the best products to enter the pathway.

You will:

* read applications from companies, judge how well the product meets the criteria for the pathway and complete a form to capture your views
* attend virtual meetings (MS Teams), take part in the discussions and contribute to decisions about which applications will enter the pathway
* work alongside experts from the NHS, the Medicines and Healthcare products Regulatory Agency (MHRA), and health technology assessment bodies.

You will need to decare any conflicts of interests and keep all paperwork and discussions confidential.

You will join a pool of lay members.

**Every 3 months we will ask individuals from this pool to support the application review process.**

### What is the ILAP pathway?

Entry to the ILAP is via an application process which is run in quarterly rounds. Successful applications will be awarded an Innovation Passport.

Applications are first assessed against the eligibility criteria. Eligible applications are then reviewed by a panel - which includes lay members - who are responsible for determining which applications are awarded an Innovation Passport.

Developers awarded an Innovation Passport will then proceed to work with a team of specialists from across the ILAP partners. Developers will receive:

* co-ordinated and collaborative support
* a system-wide approach for product development and access to the UK market

### What skills or experience are we looking for?

Lay members will need to:

* bring a perspective of patients, people and carers
* have experience of working constructively as a member of a team and with people who have a broad range of experience and skills, including professional expertise
* declare any conflicts of interest and keep discussions confidential

Skills also required are an ability to:

* listen and take part in a constructive debate, while being respectful of other people’s views
* present opinions objectively, including those beyond own personal experience
* understand a broad range of information and summarise the key issues
* read and understand long and complex documents

Previous experience of reviewing applications and contributing to decision-making panels is desirable (for example involvement in grant panels).

**The role is NOT suitable for:**

* professionals working in healthcare, social care or public health
* individuals working in an industry that involves medicines, device and healthcare technology development and manufacturing
* individuals who have conflicts of interest that may influence or affect – or could be seen to affect – someone’s independence and impartiality in assessing applications.

If you are unsure about your suitability, please email: **engagement@mhra.gov.uk**

### What support will I receive?

Your point of contact for this work will be the ILAP Patient and Public Involvement and Engagement (PPIE) Lead.

We will ensure you have access to support to understand any technical aspects of an application, so you can provide a fair assessment.

We will make sure we provide you with sufficient time to review documentations and provide notice of meeting dates and times.

As part of the induction process, we will invite you to share your access, support needs and any reasonable adjustments required. We will keep this information confidential.

**We will offer reimbursement for your time.**

### How it works:

Outline of the process every 3 months:

1. Lay member induction
2. Review your share of applications, completing form to capture views
3. Consensus meeting with other lay members
4. Shortlisting meeting
5. Shortlisting de-brief and pre-meet for final decision panel with other lay members
6. Final decision panel
7. Debrief and evaluation of process

You will be selecting the products that enter the pathway from each round of applications to the refreshed pathway.

#### 1. Induction

Your induction will provide further information about the pathway and the process involved in selecting applications to enter the pathway. We will go over the selection criteria you are judging products against and show you the application form and the form to capture your views. You will have opportunity to ask questions and be clear on what you need to do.

You will also be asked to declare any conflicts of interest and sign a confidentiality agreement.

#### 2. Reviewing applications

You will be emailed a subset of applications to review. The applications will be accessed online (through Microsoft SharePoint). This work will be conducted in your own time, so there is flexibility in when you do this. The applications can only be viewed online and **will not be downloadable**, so you will require ongoing access to the internet.

You will:

* read the plain English summary of how well the product meets the selection criteria
* have access to the full application. It is not expected that you need to read or fully comprehend all its content, as much of the form will be technical
* use the plain English summary to complete a form to capture your views on how well the product meets the criteria. There will be a form to complete per application you review

#### 3. Consensus meeting with other lay members

Ahead of the shortlisting meeting, you will come together with the other lay members to agree a consensus on which applications you would most like to recommend to proceed to the next round.

You will read all the remaining applications (that you haven’t reviewed) and their completed forms.

In the meeting, you will be asked to present a short summary of the applications you assessed and views on how well they meet the criteria. Other lay members may have additional comments which may be incorporated into the existing lay member form. This will be done during the meeting.

Once all the applications have been reviewed as a group, the PPIE lead will facilitate a discussion on which applications you would like to recommend progress to the final award meeting.

#### 4. Shortlisting meeting

The shortlisting meeting will involve representatives from each of the ILAP partners[[1]](#endnote-2). You will attend the shortlisting meeting to provide input on applications that you have reviewed. You may not need to comment on every application but should raise points for discussion where you feel there is a patient/public element that has not been considered, and which may sway that decision.

#### 5. Shortlisting de-brief and pre-meet for final panel

In this meeting with other lay members, you will discuss and agree which of the remaining applications you would like to see enter the pathway.

#### 6. Final decision panel

This will be approached in the same format as the shortlisting meeting.

#### 7. Debrief and evaluation

We want to understand your experiences of being involved in this process and any areas for improvement.

### I’m interested; how do I apply?

Please email **engagement@mhra.gov.uk** for further information. Please put “**ILAP Lay Members**” in the Subject Line to ensure we pick up your query quickly.

We will send you a questionnaire to complete and return.

Interviews will take place from **August to** **September 2025** and successful applicants will be invited to join the pool of lay members who will be invited to assess applications in subsequent rounds of ILAP.

**Deadline:** 5pm on the **13th September 2025**

**Please return to:** **engagement@mhra.gov.uk**

### Want to be kept informed about future opportunities?

Join the [MHRA Patient and Public Community](https://www.gov.uk/guidance/opportunities-for-patients-and-the-public-to-be-involved-in-the-work-of-the-mhra#patient-and-public-community) to stay informed of opportunities to be involved in ILAP and other MHRA activities.

1. The ILAP is delivered by the ILAP partners: [The All Wales Therapeutics and Toxicology Centre (AWTTC)](https://awttc.nhs.wales/) (on behalf of Health Boards and NHS Trusts in Wales), [The Medicines and Healthcare products Regulatory Agency (MHRA)](https://www.gov.uk/government/organisations/medicines-and-healthcare-products-regulatory-agency), [National Institute for Health and Care Excellence (NICE)](https://www.nice.org.uk/), [NHS England](https://www.england.nhs.uk/) (NHSE) and [Scottish Medicines Consortium (SMC)](https://www.scottishmedicines.org.uk/) (on behalf of NHS boards in Scotland)  [↑](#endnote-ref-2)