



ENGAGEMENT PLANNING WORKSHEET

How to use this worksheet:

This worksheet will assist you in thinking about your process for engaging patient and community partners in your work. Below are some key questions with prompts to guide and direct you before beginning your engagement process. You may reference the **Spectrum of Public Participation** to determine the level and methods of engagement most appropriate for the work you are doing on page 3.

1 What is your main goal for engaging patients or community members in your research project?

2 What level of engagement are you planning to use? *see page 2 for more information

- Inform Consult Involve Collaborate Empower

3 What strategies will you use to ensure that your project is equitable and inclusive?



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4

(A) What skill sets do you or your team currently have?

(B) What training and/or preparation does your team need?

(C) What resources do you need?

5

A) How will you recruit patients and community members for your research team?

(B) How will you support patients and community members so they can contribute fully to discussions and decisions?

C) How will you check-in with your patient partners and community team members?



LEVEL OF ENGAGEMENT

This tool is an adaptation of the **Spectrum of Public Participation** and designed to assist in the selection of the level of engagement to use in a research project.

