



R2P2

## Rapid and Rigorous Patient Centered Program

R2P2 combines strategies for fast results with strict patient-focused research standards.

### Engagement Worksheet (Team-Based Engagement Planning Tool)

- 1. Who would be good partners to engage? What types of expertise do you need to make the project successful and meet the needs of your setting?**

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*Note: Partners can include patients, caregivers, policy makers, supervisors, implementation staff, community organizations or other people/organizations with an invested interest in a project.*

- 2. How can you involve partners in different stages of the project?**

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*Note: Bringing partners in after key decisions have already been made, which limits their sense of ownership and ability to shape the project. Think about how they can contribute to the early, middle, and late stages of the project.*

- 3. How can you allow partners to help shape the direction of the project? How will you collaborate, make decisions, and prioritize feedback?**

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*Note: Partner meetings and communication should include status updates but also include meaningful ways for partners to have an ITERATIVE impact on the project to ensure your intervention meets the needs of the end users.*

- 4. How will you communicate regularly with partners?**

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*Note: Failing to provide updates, explain decisions, or 'close the loop' can make partners feel disengaged or unvalued. Partners really appreciate hearing how their feedback was impactful.*

- 5. How can you anticipate the accessibility needs of partners to ensure a wide panel of partners?**

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*Note: Make sure partners have the resources needed to actively participate. Anticipate changes over time.*

- 6. What are the roles and responsibilities of each partner? (e.g., Advisor, Collaborator, etc.)**

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*Note: Not defining whether someone is an advisor (provides input) or collaborator (part of decision making) leads to confusion about expectations.*