

	CONSULTATION	AND/OR	PARTICIPATION
	<p>Consultations may be open to the public and/or targeted to relevant patient/public organizations. Consultations should be considered at all and any stage of guideline development from:</p> <ul style="list-style-type: none"> ➤ Determining scope/PICO questions ➤ Identifying outcomes of interest ➤ Identifying literature of interest (grey literature) ➤ Drafting recommendations ➤ Prioritizing recommendations for implementation ➤ Crafting an implementation strategy <p>Suggested consultation activities:</p> <ul style="list-style-type: none"> • Meetings or workshops: conduct in person or online consultations • Research with patients: use methods such as surveys, focus groups and interviews • Leveraging existing literature: search both qualitative and quantitative literature for existing data on patient/public views germane to the guideline topic • Peer review: designate 1 or more patients for peer review of the guideline before finalization 		<p>Consider the following factors when recruiting and supporting patients and the public in guideline development:</p> <ul style="list-style-type: none"> ➤ Roles, skills and experience of patient/public member ➤ Type of recruitment: open recruitment (advertise a post), nominations from organizations, etc. <i>At recruitment stage, consider what financial compensation, if any, you will offer</i> ➤ Training: online resources to support self-directed learning ➤ Group dynamics requires a skilled Chair with a set of responsibilities to empower patient and public members to contribute more meaningfully ➤ Acknowledgement: consider providing patient and public members with the same authorship credits as the health professionals involved
1	<p>Submit a proposal to CRGC</p> <p>Patient and Public Involvement ideas are suggested at the proposal stage. Proposals are submitted to the Canadian Respiratory Guidelines Committee (CRGC). In some cases, patient and/or public consultation will then occur before the first guideline panel meeting.</p>		
2	<p>First guideline panel meeting</p> <p>At the first guideline panel meeting, there will be a discussion on implementing patient and/or public involvement initiatives in the guideline development process, and discussion of results of patient and/or public consultation, if already completed.</p>		
3	<p>Guideline Production</p> <p>Proceed with patient/public consultation and/or participation.</p>		
4	<p>Guideline Dissemination <i>*Engage patients to help craft patient/public messaging</i></p> <p>Communication strategies can include:</p> <ul style="list-style-type: none"> ➤ production of plain language versions of guidelines ➤ development of patient decision aids ➤ development of patient-facing educational material ➤ Direct-to-patient communication strategies such as: <ul style="list-style-type: none"> • social media • through patient organizations (newsletters, annual meetings, conferences, regional events, website, etc.) 		