

Providing input on a research team's draft manuscript

Full article by Anna Samson, Chantale Thurston, Don Wood, Trinity Lowthian,

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<https://pxphub.org/research-team-blog/>

Note: You may choose to download this PDF so you can check off the questions as you go through the list.

1. Logistics to Consider When You Make the Ask



Research Teams



Share with patient partners about how this task fits into a bigger picture - e.g., if you're publishing a paper, what does the whole process look like (especially for people who are new to publishing)?

You might include links to the resources above to help you with this. Provide clear instructions and offer to answer any questions they might have. Consider hosting a kick-off meeting to discuss and answer questions (note that this may need to be outside of business hours to accommodate patient partners)

Patient partners might want to provide feedback in different ways (e.g., written, verbal). Check in to see what their preference is and make accommodations as necessary.

Ensure that patient partners are familiar with the software or other technology you are using (e.g., Google Docs, track changes in Word, or if they are providing verbal feedback - how to use Zoom, Teams, etc.).

o Keep in mind that not all patient partners will have subscriptions to Microsoft Office, and may not be familiar with track changes / commenting functions.

<p>Will you be asking for multiple rounds of feedback? Let patient partners know.</p> <ul style="list-style-type: none">○ Communicate and discuss estimated time commitments.	
<p>Timeline that you are asking for comments in</p> <ul style="list-style-type: none">○ Make sure the timeline you are asking for comments in is realistic and something that everyone is okay with. Adapt the timelines as needed.○ Discuss timelines as early on as possible (how much notice/time do patient partners need?)	
<p>Are you providing appropriate compensation for time to complete the review? Be clear about what that is.</p>	
<p>Are the patients okay with having their name listed as a co-author? Consider that this will publicly associate them with a certain illness group. Are there other ways to acknowledge their contributions if they do not want to be a co-author?</p>	
<p>Patients may not be familiar with the publication or grant application process.</p>	

2. Content Considerations



Research Teams



Provide clear instructions of what you want them to focus on or not. For example - high level comments or grammar/typos/editing for clarity, comments on sections/the overall order of sections, etc.

Are there certain areas/sections that you would particularly like patients' feedback on? Let them know!

Are you prepared to take the comments provided into consideration? If you decide not to incorporate comments, explain how you made that decision and why (i.e., your thought process, word limit constraints you're working with)