

Reporting guideline for health research priority setting (REPRISE). Identifying priorities for sport and physical activity research in Canada

No	Item	Descriptor and/or examples	Location within text
A	Context and scope		
1	Define geographical scope	Global, regional, national, city, local area, institutional/organizational level, health service	Page 5. Step 1.
2	Define health area, field, focus	Disease or condition specific, interventions, healthcare delivery, health system	Page 3. End of introduction
3	Define the intended beneficiaries	This may include the general population or a specific population based on demographic (age, gender), clinical (disease, condition), or other characteristics who may benefit from the research	Page 3.
4	Define the target audience of the priorities	Policy makers, funders, researchers, industry or others who have the potential to implement the priorities identified	Page 3.
5	Identify the research area	Public health, health services research, clinical research, basic science	Page 3.
6	Identify the type of research questions	Etiology, diagnosis, prevention, treatment (interventions), prognosis, health services, psychosocial, behavioral and social science, economic evaluation, implementation; this may not be pre-defined	Page 5. Step 1.
7	Define the time frame	Interim, short-term, long-term priorities, plans to revise and update	Page 5.
B	Governance and team		
8	Describe the selection and structure of the leadership and management team	Those responsible for initiating, developing, and guiding the process for priority setting, and examples of structures include; Steering Committee, Advisory Group, Technical Experts	Page 5. Research team.

9	Describe the characteristics of the team	Stakeholder group or role, institutional affiliations, country or region, demographics (e.g. age sex), discipline, experience, expertise	Page 5. Research team.
10	Describe any training or experience relevant to conducting priority setting	Consultants or advisors, members with experience or skills relevant to the conducting priority-setting e.g. qualitative methods, surveys, facilitation	Page 5. Research team + Step 1.
C	Framework for priority setting		
11	State the framework used (if any)	James Lind Alliance, COHRED, CHNRI, Dialogue Model, no framework (general research priority setting)	Page 3. Design.
D	Stakeholders or participants		
12	Define the inclusion criteria for stakeholders involved in priority-setting	Patients, caregivers, general community, health professionals, researchers, policy makers, non-governmental organizations, government, industry; specific groups including vulnerable and marginalized populations	Page 5. Step 1.
13	State the strategy or method for identifying and engaging stakeholders	Partnership with organizations, social media, recruitment through hospitals	Page 5. Step 1.
14	Indicate the number of participants and/or organizations involved	Number of individuals and organizations, include number by stakeholder group	Page 7.
15	Describe the characteristics of stakeholders	Stakeholder group, demographic characteristics, areas of interest and expertise, discipline, affiliations	Table 1.
16	State if reimbursement for participation was provided	Cash, vouchers, certificates, acknowledgement; what purpose e.g. travel, accommodation, honorarium	N/A

E	Identification and collection of research priorities		
17	Describe methods for collecting initial priorities	Methods e.g. Delphi survey, surveys, nominal group technique, interviews, focus groups, meetings, workshops; prioritization e.g. voting, ranking; mode e.g. face-to-face, online; may be informed by evidence e.g. systematic reviews, reviews of guidelines/other documents, health technology assessment	Page 5 + 6.
18	Describe methods for collating and categorizing priorities	Taxonomy or other framework used to organize, summarise, and aggregate topics or questions	Page 6. Data analysis.
19	Describe methods and reasons for modifying (removing, adding, reframing) priorities	Based on scope, clarity, definition, duplication, other criteria	Page 6. Data analysis.
20	Describe methods for refining or translating priorities into research topics or questions	Reviewed by Steering Committee or project team	Page 6. Step 3.
21	Describe methods for checking whether research questions or topics have been answered	Systematic reviews, evidence mapping, consultation with experts	N/A
22	Describe number of research questions or topics	Number of priorities at each stage of the process	Page 7.
F	Prioritization of research topics/questions		
23	Describe methods and criteria for prioritizing research topics or questions	Methods e.g. Delphi survey, surveys, nominal group technique, interviews, focus groups, meetings, workshops; Prioritization e.g. voting, ranking;	Page 5 + 6.

		Mode e.g. face-to-face, online; Criteria e.g. need, feasibility, novelty, equity	
24	State the method or threshold for excluding research topics/questions	Thresholds for ranking scores, proportions, votes; other criteria	Page 7. Data analysis.
G	Output		
25	State the approach to formulating the research priorities	Area, topic, questions, PICO (population, intervention, comparator, outcome)	Page 6. Step 3.
H	Evaluation and feedback		
26	Describe how the process of prioritization was evaluated	Survey, workshop	N/A
27	Describe how priorities were fed back to stakeholders and/or to the public; and how feedback (if received) was addressed and integrated	Public meetings or workshop, newsletters, website, email, online presentations	Page 6.
I	Implementation		
28	Outline the strategy or action plans for implementing priorities	Communication with target audience, via policies and funding	To be described elsewhere
29	Describe plans, strategies, or suggestions to evaluate impact	Integration in decision-making, funding allocation, review of relevant documents	To be described elsewhere

J	Funding and conflict of interest		
30	State sources of funding	Name sources of funding for the priority-setting exercise; if relevant include the budget and/or cost	Page 1.
31	Declare any conflicts or competing interests	State any conflicts of interest that may be at an individual level and/or at a contextual level (e.g. political issues, controversies) that may affect the process, output or implementation.	No conflicts of interest as per COI disclosure forms.