

Decision-Maker Research Query Process

Research Request Submission



- Health system decision-makers (e.g., policy-makers, managers, healthcare providers) can submit their prioritized evidence, guideline, or knowledge mobilization needs to inform health policies and practices by using our [web-based form](#) available in both English and French.
- Eligible topics include those that identify an opportunity to improve health outcomes, medical, health policy, or public health systems in Canada or globally.
- Requests are addressed using a knowledge synthesis, guideline, or knowledge mobilization/dissemination/implementation approach, as appropriate.

Reviewing Submitted Requests

- The SPOR Evidence Alliance central coordinating office collaborates closely with the decision-maker(s) to define and refine the scope of their evidence, guideline, or knowledge mobilization needs. This is done through focused conversations held via web conferences and email.
- To ensure research efforts are not duplicated, we search study registries, bibliographic databases and check with our research teams to see if similar research has been published recently, is currently underway, or is forthcoming.



Planning and Production



- A research team (when possible a local team) with relevant expertise is nominated to develop the research proposal and budget in collaboration with the decision-maker(s). Each project team also includes 1-2 patient or public partner(s), 1 research trainee, and 1 content expert (as needed).
- Teams can consult the [Right Review](#) tool to determine the best knowledge synthesis method(s) to address the request.
- Teams are provided guidance and [resources](#) to consider equity, diversity, inclusion and social justice principles in the design of their research plan.
- The research proposal and budget are reviewed by members of the SPOR Evidence Alliance executive committee and central coordinating office for feasibility and appropriateness.
- The research team works closely with the decision-maker(s) at each phase of the project and seeks feedback and guidance as needed.

Dissemination and Exchange

- Knowledge products and tools are produced and tailored to decision-maker(s) needs.
- When appropriate, findings are published in open-access peer-reviewed journals or on pre-print servers. All involved decision-makers, patient and public partners, and research trainees are invited to be co-authors based on the [International Committee of Medical Journal Editors](#) criteria.

