

Appendix A – Kickoff Meeting

Aim: The kickoff meeting is designed for building the required capacity for the PPI project by offering information on how clinical research and PPI projects work and familiarizing advisors with the upcoming PPI tasks. The meeting will not only facilitate establishing rapport, but also prepare and empower patient and clinician advisors to be capable for high quality involvement on the PPI project.

Schedule:

Speaker	Timeline	Patient and clinician advisors together	
CAH, CR, LC, LH	5min	Welcome, introduction of project team member	
LH	5min	Clinical trial research in a nutshell, explained based on the SALuBRITY trial	
LC	5min	PPI introduction: Reasons why, consultation vs. collaboration approaches, expectations, aim for this PPI project	
CR	10min	Introduction advisors, ice breaker	
CR	10min	Expectations, shared purpose, next steps	
	= 35min		
10min break and split up in groups			
Timeline	Patient advisors	Timeline	Clinician advisors
20min	Exchange of lived experience with lumbar radiculopathy	15min	Presentation of trial methods, i.e., outcomes, design, interventions/procedures
15min	Presentation of trial methods, i.e., outcomes, design, interventions /procedures	10min	Time for questions
10min	Time for questions		
=55min		=35min	
Total duration: 35 + 45 + 10min break = 1h 30 min		Total duration: 35 + 35 + 10min break = 1h 20 min	