Self-assessment of Consumer and Community Involvement in Research

The table in Appendix 1 can be used to help researchers assess how well their previous research involved consumers and community members in a way that aligned with their expectations and values.

This self-assessment should take into account the full research journey as outlined in NHMRC's *Keeping Research on Track II* and other behaviours that align with the *NHMRC Statement on Consumer and Community Involvement* as well as *Expectations and Value – Framework for Effective Consumer and Community Engagement in Research*. Please note: not all steps of the research journey may be relevant to each research project.

Researchers should self-assess against a minimum of two previous projects (conducted in the previous five years), including their most recent project.

Attachment

Appendix 1   Self-assessment of Consumer and Community Involvement in the Research Journey
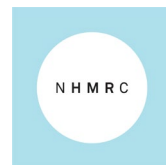
Appendix 1: Self-assessment of Consumer and Community Involvement in the Research Journey

Research journey		Self-assessment checklist
1	**Building relationships**	✓ Information about the community's research priorities and aspirations was sought prior to development of the research idea.
2	**Developing the research idea**	✓ There was a demonstrated knowledge of, and alignment with, consumer and community expectations and values. ✓ The research big picture, methodology, roles and responsibilities were explained in a way that was understood by consumers/community.
3	**Developing the project and seeking agreement**	✓ There was a clearly demonstrated understanding of consumer and community involvement, including: • different types and methods of engagement • effective facilitation • financial cost • appropriate communication pathways and processes. ✓ Research governance requirements such as ethics approval, participant consent and privacy and security assurances were considered, in partnership with consumer/community members, where appropriate.
4	**Collecting data**	✓ Consent was sought from participants, where applicable. ✓ Consumer and community members were trained in data collection, where appropriate.
5	**Analysing data and making sense of the findings**	✓ Findings were prepared in a clear statement that all parties could understand. ✓ Community meetings and/or feedback sessions on outcomes were conducted, where appropriate.
6	**Reporting**	✓ Findings were reported in an appropriate form and circulated to appropriate channels (not necessarily limited to journal publication). ✓ Feedback from participating organisations and communities about appropriateness and accuracy of reports was sought. ✓ All local co-authors were acknowledged.
7	**Sharing and translating the results into action**	✓ The research findings were presented to the communities and organisations, before being disseminated externally. ✓ Findings were implemented to the proposed extent and in accordance with the research proposal. ✓ Strategies were developed for local translation of research findings, where appropriate.
8	**Learning from experience**	✓ Reflection on the effectiveness of the process was conducted. ✓ Reflection on the role and performance of the researchers and consumers/community was conducted. ✓ The experience was used to implement better practices moving forward. ✓ Research partnerships were conducted fairly, efficiently and effectively.