Supplementary file 5 Table 3. Coding Frequencies of Process Metrics in the Taxonomy per Evaluation Tool (Full version)

Metric * Process metric			in u		<u>xonoi</u>	ny po		aiuati		l (for 1			,	ndenc	e, see	Tab	le 1)	1						
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
		$\sqrt{}$	$\sqrt{}$	$\sqrt{}$	$\sqrt{}$	$\sqrt{}$	$\sqrt{\sqrt{\sqrt{1}}}$	$\sqrt{}$	$\sqrt{\sqrt{\sqrt{1}}}$	$\sqrt{\sqrt{2}}$		$\sqrt{}$	$\sqrt{\sqrt{\sqrt{1}}}$		$\sqrt{\sqrt{\sqrt{1}}}$	$\sqrt{}$	$\sqrt{}$	$\sqrt{\sqrt{\sqrt{1}}}$	$\sqrt{}$	$\sqrt{\sqrt{2}}$	$\sqrt{}$	$\sqrt{}$	$\sqrt{}$	
	** P2C2 participants control over decision process:	\checkmark	$\sqrt{\sqrt{1}}$					$\sqrt{\sqrt{1}}$	$\sqrt{\sqrt{1}}$	$\sqrt{\sqrt{2}}$	\checkmark		$\sqrt{}$				\checkmark	$\sqrt{\sqrt{1}}$			$\sqrt{\sqrt{1}}$	$\sqrt{\sqrt{1}}$		\checkmark
	Agenda setting and time allocation																							
	Roles in decision-making are defined						$\sqrt{}$											V						
70	Independence in decision-making													V										
Direct process metrics	Involvement since first stage of decision process	,					,			V			V	V								V		
me	Involvement throughout types of decision activities								,	$\sqrt{\sqrt{2}}$		$\sqrt{}$		V	$\sqrt{}$		\checkmark					V		
cess	Involvement throughout stages of decision process		. , ,			,	,		V															
proc	Perceived influence on decision-making process		$\sqrt{}$			V	\checkmark		$\sqrt{}$									V		V	$\sqrt{}$			
ect]	Involvement in finalizing decisions																							
Dir	Control over the meeting minutes																	V				. , ,		
	Assurance of follow-up commitment / translation into action															V						$\sqrt{\sqrt{1}}$		
	Evaluation of the decision-making process			V		\checkmark			$\sqrt{}$				\checkmark			V								
	Revision process (for changing decisions or handling complaints)			V																				
	** Formal power																							
co.	Financial independence of P2C2 participants																							
netric	P2C2 participants hold formal positions within the organizational hierarchy			V								V		V	V			V						
cess n	Statement of formal self-governance by P2C2 participants																	V						
pro	** Organizational commitment to engagement		$\sqrt{\sqrt{1}}$			V	77		\checkmark	$\sqrt{}$			$\sqrt{}$				$\sqrt{}$					$\sqrt{\sqrt{1}}$		
Surrogate process metrics	Formal declaration of support by the organization or system					V	V			V			V									$\sqrt{\sqrt{1}}$		
	Formal expression of commitment by organization or system leadership		\checkmark			V	V			$\sqrt{\sqrt{1}}$			\checkmark											
	Organization has a paid position(s) dedicated to engagement									V			V											

Metric									Too	l (for	numb	er cor	respo	ndenc	e, see	e Tab	ole 1))						
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Organization or system rewards staff participation in engagement									V														
	Staff readiness and attitudes towards engagement																V							
	Staff have formal job responsibilities related to engagement																							
	** Participation:		$\sqrt{\sqrt{1}}$			V	$\sqrt{}$			V				V		V								V
	Activeness of participation																							
	Equality of participation (among P2C2 participants)					\checkmark	\checkmark																	
	Attendance of engagement participants														\checkmark									
	Regularity of meetings																	\checkmark		\checkmark				
	P2C2 participants' readiness and attitudes towards engagement							V																
	** Tailoring the engagement to P2C2 participants																V							
	Cultural beliefs and practices																V							
S	P2C2-initiated engagement																							
netric	** Recruitment and membership:			V										V	<u>ا</u> رار	V	V	V	V			V	V	
ent n	Method of recruitment			V										\checkmark	V		V	V	V			V	V	
gagem	Number of P2C2 members and P2C2 versus non- P2C2 participant ratio														V	V		V	V					
or en	Time or terms mandate for membership														\checkmark									
ons fe	** Representativeness and accountability:		\checkmark	\checkmark		V								\checkmark			V							
Preconditions for engagement metrics	Constituent representativeness and accountability			\checkmark													\checkmark					\checkmark		
	Democratic representativeness													\checkmark										
	Diversity representativeness			\checkmark		\checkmark					\checkmark										\checkmark	\checkmark		

Metric									Tool	(for	numbe	er cor	respoi	ndenc	e, see	e Tab	le 1)							
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	** Resources provided to P2C2 participants	$\sqrt{\sqrt{1}}$					$\sqrt{}$		$\sqrt{}$	\checkmark	\checkmark		\checkmark		$\sqrt{\sqrt{1}}$			$\sqrt{}$		$\sqrt{}$	$\sqrt{}$	$\sqrt{}$		
	Childcare																\checkmark							
	Financial support					\checkmark	\checkmark							\checkmark			\checkmark							
	Meals and refreshments																							
	Transportation and parking																							
	Translation support																							
	Meeting place tailored to P2C2 participants																							
	Meeting time tailored to P2C2 participants																			\checkmark				
	Support from other P2C2 participants																\checkmark							
	Support for disseminating results of the engagement					V					\checkmark		\checkmark		V			V	V			$\sqrt{\sqrt{1}}$	V	
	Staff support of P2C2 involvement in engagement	\checkmark					\checkmark		$\sqrt{}$	\checkmark										\checkmark		V		
	Use of a broader P2C2 needs and strengths assessment to support P2C2 representatives in their decision-making			V																				
	Feedback from P2C2 complaints																							
	Unbiased, jargon-free information on which to make decisions													V	V			V	V		V			
	** Training (for P2C2 participants)								$\sqrt{}$															
	Presence of training													\checkmark			\checkmark							
	Quality of training								$\sqrt{}$															
	Scope of training															\checkmark								
	** Training (for staff)									\checkmark	\checkmark		\checkmark											
	Quality of training																							
te	Respect						\checkmark																	
ega	Transparency of the decision-making process																							
Aggregate	Trust																							
A	Level of participation													\checkmark										
Fille	l out by: External Evaluator	Е		Е										E		Е			Е				E	
	Leader ^{***}		L		L	L	L	L	L	L	L	L	L		L	L	L	L		L	D	L		L
	P2C2 representative***		R			R	R	R	R	R	R							R		R	R			

P2C2 - patient, public, consumer and community.

KEY: $\sqrt{1-3}$ instances, $\sqrt{\sqrt{4-14}}$ instances, $\sqrt{\sqrt{\sqrt{15}}}$ or more instances of coding.

*Row includes instances of items coded only into the outcome metric category when further specification was not possible.

** Row include instances of items coded only into the subdomain when further specification was not possible.

*** Individual coded items could be asked of only leaders, only representatives or both; data shown are for tool as whole.

Metrics absent from all tools include:

- Formal power: 1) P2C2 participants are protected from organization retaliation; 2) P2C2 participants have veto power in decision-making.
- Participation: 1) debate intensity; 2) attendance of P2C2 participants who are minorities; 3) substitution of P2C2 participants among attendees.
- Tailoring the engagement to P2C2 participants (needs or beliefs): 1) individual mental health needs; 2) individual health needs.
- Recruitment and membership: 1) consistency of membership (turnover); 2) participants' neutrality; 3) literacy of P2C2 participants.
- Representativeness and accountability: representative legitimacy (non-democratic).
- Resources provided to P2C2 participants: 1) accommodations; 2) meeting facilitator; 3) support from patient advocacy groups or organizations.
- Training for P2C2 participants: training provided is independent of the organization or system (in content or financing).
- Legitimacy of decision-making (an individual subdomain under aggregate process metrics domain.