

## Appendix A: SUNDAE Checklist for evaluation studies of patient decision aids

Section/Topic	Page No.	Item No.	Checklist Item
<b>Title and Abstract</b>	___	1	Use the term patient decision aid in the abstract to identify the intervention evaluated and, if possible, in the title.
	___	2	In the abstract, identify the main outcomes used to evaluate the patient decision aid.
<b>Introduction</b>	<b>As part of standard introduction (the problem, gaps, purpose)</b>		
	___	3	Describe the decision that is the focus of the patient decision aid.
	___	4	Describe the intended user(s) of the patient decision aid.
	___	5	Summarize the need for the patient decision aid under evaluation.
	___	6	Describe the purpose of the evaluation study with respect to the patient decision aid.
<b>Methods</b>	<b>Studies with a comparator should also address Items 7-13 for the comparator if possible</b>		
	___	7	Briefly describe the development process for the patient decision aid (and any comparator), or cite other documents that describe the development process. At a minimum include: <ul style="list-style-type: none"> <li>• Participation of stakeholders in its development</li> <li>• The process for gathering, selecting and appraising evidence to inform its content</li> <li>• Any testing that was done</li> </ul>
	___	8	Identify the patient decision aid evaluated in the study (and any comparator) by including: <ul style="list-style-type: none"> <li>• Name or information that enables it to be identified</li> <li>• Date and/or version number</li> <li>• How it can be accessed, if available</li> </ul>
	___	9	Describe the format(s) of the patient decision aid (and any comparator) (e.g. paper, online, video).
	___	10	List the options presented in the patient decision aid (and any comparator).
	___	11	Indicate the components in the patient decision aid (and any comparator) including: <ul style="list-style-type: none"> <li>• Explicit description of the decision*</li> <li>• Description of health problem*</li> <li>• Information on options and their benefits, harms, and consequences*</li> <li>• Values clarification (implicit or explicit)*</li> <li>• Numerical probabilities</li> <li>• Tailoring of information or probabilities</li> <li>• Guidance in deliberation</li> <li>• Guidance in communication</li> <li>• Personal stories</li> <li>• Reading level or other strategies to help understanding</li> <li>• Other components</li> </ul> <p>*These components are needed to meet the definition of a patient decision aid.</p>
	___	12	Briefly describe the components from Item 11 that are included in the patient decision aid (and any comparator) or cite other documents that describe the components.

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<b>Methods (cont.)</b>	___	13	Describe the delivery of the patient decision aid (and any comparator) including: <ul style="list-style-type: none"> <li>• How it was delivered (e.g. by whom and/or by what method)</li> <li>• To whom it was delivered</li> <li>• Where it was used</li> <li>• When it was used in the pathway of care</li> <li>• Any training to support delivery</li> <li>• Setting characteristics and system factors influencing its delivery</li> </ul>
	___	14	Describe any methods used to assess the degree to which the patient decision aid was delivered and used as intended (also known as fidelity).
	___	15	Describe any methods used to understand how and why the patient decision aid works (also known as process evaluation) or cite other documents that describe the methods.
	___	16	Identify theories, models or frameworks used to guide the design of the evaluation and selection of study measures.
	___	17	For all study measures used to assess the impact of the patient decision aid on patients, health professionals, organization, and health system: <ul style="list-style-type: none"> <li>• Identify the measures</li> <li>• Indicate the timing of administration in relation to exposure to the patient decision aid and health care interventions</li> </ul>
	___	18	For any instruments used: <ul style="list-style-type: none"> <li>• Name the instrument and the version (if applicable)</li> <li>• Briefly describe the psychometric properties, or cite other documents</li> </ul>
<b>Results</b>	<b>In addition to standard reporting of results</b>		
___	19	Describe the characteristics of the patient, family, and carer population(s) (e.g. health literacy, numeracy, prior experience with treatment options) that may affect patient decision aid outcomes.	
___	20	Describe any characteristics of the participating health professionals (e.g. relevant training, usual care vs. study professional, role in decision making) that may affect decision aid outcomes.	
___	21	Report any results on the use of the patient decision aid: <ul style="list-style-type: none"> <li>• How much and which components were used</li> <li>• Degree to which it was delivered and used as intended (also known as fidelity)</li> </ul>	
___	22	Report relevant results of any analyses conducted to understand how and why the patient decision aid works (also known as process evaluation).	
___	23	Report any unanticipated positive or negative consequences of the patient decision aid.	
<b>Discussion</b>	<b>As part of the standard discussion section (summary of key findings, interpretation, limitations and conclusions):</b>		
___	24	Discuss whether the patient decision aid worked as intended and interpret the results taking into account the specific context of the study including any process evaluation.	
___	25	Discuss any implications of the results for patient decision aid development, research, implementation, and theory, frameworks or models.	
<b>Conflict of Interest</b>	___	26	All study authors should disclose if they have an interest (professional, financial or intellectual) in any of the options included in the patient decision aid or a financial interest in the decision aid itself.