

10 questions you should ask before collaboration starts

- ☐ What is the purpose of my participation?
How will my input be used and for which decision-making process?
- ☐ What is my role and title?
Am I an advisor, patient representative, participant or something else?
- ☐ Who am I representing - myself, a group, an organisation?
It is important to clarify whether you are speaking as an individual or on behalf of others.
- ☐ Will I be mentioned by name in public or is my participation anonymous?
- ☐ Do I have to sign a contract, consent form or non-disclosure agreement?
- ☐ What type of compensation is offered - payment, reimbursement of expenses, other?
- ☐ Am I covered by insurance if the collaboration involves travelling or risks, for example?
- ☐ Do I have the option of cancelling during the project if the framework changes?
- ☐ Who can I contact if I have questions, concerns or disagreements?
- ☐ Will I have access to the results of my contribution - e.g. report, evaluation or recommendations?