

CRIC survey SOP v. 1.1

This document outlines the expected criteria and requirements for developing, distributing and reporting surveys within the Collaboration for Research in Intensive Care (CRIC) network.

Prerequisites:

- ✓ The topic and research question(s) must have been presented, discussed, and approved on a CRIC Board meeting. This can be scheduled by contacting contact@cric.nu
- ✓ The survey should be part of a research program nested within CRIC

Development:

- ✓ Form a project group with broad representation from the CRIC network
- ✓ Develop a protocol for the survey
- ✓ Focus on questions that are well-suited to surveys, i.e. questions on values and preferences of the respondents
- ✓ Limit the number of questions so they reflect the main research question(s) only (need to have)
- ✓ Aim for a survey that takes approximately 5 minutes to fill-in
- ✓ Plan and develop the survey according to the CROSS checklist (<https://www.equator-network.org/reporting-guidelines/a-consensus-based-checklist-for-reporting-of-survey-studies-cross/>)
- ✓ Any software solution can be used (most previous CRIC surveys have used REDCap®)

Distribution:

- ✓ Distribution of the survey need to take other ongoing and planned CRIC surveys into account (<https://www.cric.nu/cric-surveys/>), so the surveys do not compete. This can be scheduled by contacting contact@cric.nu
- ✓ Distribute the survey through national and local investigators using CRIC network contacts
- ✓ National and local investigators are expected to keep track on the number of people who the survey is distributed to (the denominator) and the number of respondents (the numerator). This allows for calculation of the response rate.
- ✓ Aim for an active survey for a maximum of 6 weeks
- ✓ Schedule 2-3 reminders

Reporting:

- ✓ Report the survey according to the CROSS checklist (<https://www.equator-network.org/reporting-guidelines/a-consensus-based-checklist-for-reporting-of-survey-studies-cross/>)
- ✓ Include local and national investigators as co-authors
- ✓ Prioritise publication in a journal targeting CRIC respondents, e.g., ACTA (<https://onlinelibrary.wiley.com/journal/13996576>)
- ✓ Present the survey results on a future CRIC network meeting