

Acknowledgment & Authorship Agreement

diabetesaction.ca



Between Diabetes Action Canada (DAC) and the research team named below

This agreement sets out how Diabetes Action Canada and its Patient Partners will be acknowledged in work arising from the collaboration described here. It is meant to be completed together, at the start of the project, and signed by the lead investigator.

1. Project

Project title: _____

Lead investigator: _____

Institution/affiliation: _____

Contact email: _____

Expected timeline: _____ to _____

Brief description of the project:

2. DAC's Involvement

Check all that apply. This determines the level of credit under Section 3.

- ☐ **Patient Partners recruited through DAC.** DAC is recruiting one or more Patient Partners for this project.
- ☐ **Substantive support.** DAC is contributing to study design, methods, knowledge mobilization, or interpretation of findings.
- ☐ **DAC-facilitated engagement.** DAC is facilitating or leading a research activity such as a patient advisory committee meeting, focus group, or co-design session.
- ☐ **Other:** _____

Notes on the nature of DAC's involvement:

Acknowledgment & Authorship Agreement

diabetesaction.ca



3. Acknowledgment and Authorship

The research team agrees to the following, based on the involvement checked above.

Acknowledgment (applies to all projects).

- DAC will be acknowledged in all research materials arising from this project, including abstracts, posters, presentations, and publications.
- Patient Partners recruited through DAC will list DAC as their affiliation.
- DAC will be tagged in related social media posts.

Authorship (where applicable).

- Where DAC or its Patient Partners help shape the intellectual content of the work, co-authorship will be discussed and agreed at the start, in line with the authorship criteria of the target journal.
- Where DAC facilitates or leads an engagement session that generates the research, DAC will be listed as a co-author, along with the Patient Partners who took part.
- Named co-authors will have a say in the manuscript and the chance to review it before submission.

Naming.

- Patient Partners who make an identifiable, sustained contribution will be named individually, with their consent.
- Where the contribution reflects the collective input of a Circle or advisory group, DAC or the relevant Circle will be credited rather than each participant by name.

Any authorship or naming details agreed at the outset:

4. Suggested Wording for Publications

Acknowledgment & Authorship Agreement

diabetesaction.ca



Contributions should be reported in two places, which serve different purposes. Please use both, adapted to the specifics of this project.

a) Patient involvement statement (methods section). This is where journals increasingly expect a specific account of what Patient Partners did. Describe the actual contribution rather than a general thank-you.

Patient Partners from Diabetes Action Canada contributed to [set research priorities / co-designed the study materials / advised on recruitment / interpreted findings / co-authored this manuscript]. Their involvement is reported in line with the [GRIPP2](#) reporting checklist.

b) Acknowledgment (acknowledgments section). Unless a different wording is agreed:

We acknowledge Diabetes Action Canada (DAC) and its Patient Partners, whose contributions shaped this research. Diabetes Action Canada is a CIHR-funded Strategy for Patient-Oriented Research (SPOR) Network

Where specific Patient Partners are named, as co-authors or in the acknowledgment, this will be done with their consent, using the terminology agreed with them.

5. Signatures

By signing, both parties agree to the acknowledgment and authorship terms set out above.

Lead investigator

Name: _____ Signature: _____
Date: _____

Diabetes Action Canada

Name: _____ Signature: _____
Date: _____

Questions about this agreement can be directed to Diabetes Action Canada at info@diabetesaction.ca.

Acknowledgment & Authorship Agreement

diabetesaction.ca

