



International Patient Decision Aid Standards (IPDAS) Collaboration

IPDAS Steering Committee Terms of Reference

1. Purpose:

To enhance the quality and effectiveness of patient decision aids by establishing a shared evidence-informed framework for improving their content, development, implementation, and evaluation.

2. Functions:

2.1 To oversee the processes of maintaining and revising the IPDAS criteria for improving quality and effectiveness of patient decision aids through evidence reviews.

2.2 To provide guidance to enhance the reporting of research on patient decision aids

2.3 To facilitate stakeholder involvement in IPDAS. Stakeholders include patients/public, policy makers, decision aid developers, clinicians, and researchers.

2.4 To disseminate and implement IPDAS criteria through overseeing and setting principles for:

2.4.1 use and refinement of the IPDASi instrument and its linkage to IPDAS criteria

2.4.2 production of quality-assured IPDAS training materials for use in education events (e.g. workshops, courses, online)

2.5 To monitor progress of the IPDAS working groups. More specifically to provide advice and share knowledge that could inform the progress of the working groups.

2.6 To approve consensus statements and publication of IPDAS.

3. Membership: will aim to have representation from:

- across countries; and

- multi-stakeholders, including potential end-users of IPDAS (e.g. patients/public, policy makers, decision aid developers, clinicians, and researchers).

4. Meetings:

4.1 Meetings will be held regularly (e.g. every 3 to 4 months) as determined by the group or the chairs

5. Working Groups

5.1 Working groups will be assigned to specific activities as needed.

5.2 All working groups report to the Steering Committee in advance of Steering Committee meetings (or more frequently as determined by the pace of the work).