**MuSE Meeting  
Wednesday February 10-Friday February 12, 2021  
Agenda**

**Parking Lot:** <https://jamboard.google.com/d/1TxOkZ7q_zQB7quLFT3rvwX2U_yhiKQnMDBDfv--kf6s/edit?usp=sharing>

**Discussion Board for small group breakouts:** <https://jamboard.google.com/d/1TxOkZ7q_zQB7quLFT3rvwX2U_yhiKQnMDBDfv--kf6s/edit?usp=sharing>

**Minutes** <https://docs.google.com/document/d/1KBba1kOjEdFoGSE7vI1ZjhM13YjB9Q_3bbvTzcEmLU4/edit?usp=sharing>

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| **Wednesday February 10** | | | |  |
|  | TOPIC | CHAIR | CO-LEADS | **Small Group Chair/Facilitator Pairs:**  Holger / Pearl  Kevin / Olivia  Vivian / Alexa  Elie / Rita  Lyuba / Omar  Tom / Helena |
| 7:45-8am | **Login and Networking** | | |
| 8-8:53am | **7:45-8:05** Joining, slide with instructions to change name (Jordi) **8:05-8:15** Map exercise (Jordi) **8:15-8:30** Introductions and What you hope to get from this meeting (Breakouts - Jamboards) (Jordi) **8:30-8:40** Intro to MuSE and Goals/Structure of the meeting (Peter)  **8.40-8.45** Refresher re GIN-McMaster Checklist plus Extensions (Holger) | Peter Tugwell |  |
| 8:53-9am | **Identification of stakeholders** | Tom Concannon | Roses Parker  Eve Tomlinson |  |
| 9-9:45 | **Program Managers**  Issue 1: 9-9:15  Issue 2: 9:15-9:30  Polls: 9:30-9:31  Breakouts: 9:31-9:45 | Vivian Welch | Marc Avey Nevilene Slingers Ligia Teixeira |
| 9:45-9:55am | Mandatory fun | Jordi Pardo Pardo |  |
| 9:55-10am | Health break | | |
| 10-10:45am | **Payers of health services/Purchasers**  Issue 1: 10-10:15  Issue 2: 10:15-10:30  Polls: 10:30-10:31  ***Group photo: 10:31-10:33***  Breakouts: 10:33-10:46 | Holger Schunemann | Behrang Kianzad  Lorenzo Moja |
| 10:46-10:55am | Mandatory fun | Jordi Pardo Pardo |  |
| 10:55-11am | Health break | | |
| 11-11:45am | **Policymakers**  Issue 1: 11-11:15  Issue 2: 11:15-11:30  Polls: 11:30-11:31  Breakouts: 11:31-11:45 | Elie Akl | Tanja Kuchenmuller  Asma Ben Brahem |
| 11:45-11:55am | Mandatory fun | Jordi Pardo Pardo |  |
| 11:55-12pm | **Wrap-up** | Peter Tugwell |  |
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| **Thursday February 11** | | | |  |
|  | TOPIC | CHAIR | CO-LEADS |  |
| **7:45-8am** | **Login and Networking** | | | **Small Group Chair/Facilitator Pairs:**  PRINCIPAL INVESTIGATORS: Holger / Pearl  PROVIDERS: Kevin / Olivia  PUBLIC: Vivian / Alexa  PEER REVIEW EDITORS: Elie / Rita  PATIENTS: Lyuba / Omar  POLICYMAKERS, PROGRAM MANAGERS, AND PAYERS OF HEALTH SERVICES: Tom / Helena |
| **8-8:45am** | **Patients**  Issue 1: 8-8:15  Issue 2: 8:15-8:30  Polls: 8:30-8:31  Breakouts: 8:31-8:45 | Kevin Pottie | Maureen Smith Richard Morley |
| **8:45-8:55am** | Mandatory fun | Jordi Pardo Pardo |  |
| **8:55-9am** | Health break | | |
| **9am-9:45** | **Peer review editors**  Issue 1: 9-9:15  Issue 2: 9:15-9:30  Polls: 9:30-9:31  ***Group photo: 9:31-9:33***  Breakouts: 9:33-9:46 | Peter Tugwell | Soumyadeep Bhaumik Laura Dormer  Christine Laine  Ana Marusic |
| **9:46-9:55** | Mandatory fun | Jordi Pardo Pardo |  |
| **9:55-10am** | Health break | | |
| **10-10:45am** | **Principal investigators**  Issue 1: 10-10:15  Issue 2: 10:15-10:30  Polls: 10:30-10:31  Breakouts: 10:30-10:45 | Elie Akl | Thurayya Arayssi  Eddy Lang  Lawrence Mbuagbaw |
| **10:45-10:55am** | Mandatory fun | Jordi Pardo Pardo |  |
| **10:55-11am** | Health break | | |
| **11-11:45am** | **Public**  Issue 1: 11-11:15  Issue 2: 11:15-11:30  Polls: 11:30-11:31  Breakouts: 11:31-11:45 | Tom Concannon | Sally Crowe  Regina Greer-Smith  Mara Palm |
| **11:45-11:55am** | Mandatory fun | Jordi Pardo Pardo |  |
| **11:55-12pm** | **Wrap-up** | Peter Tugwell |  |
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| **Friday February 12** | | | |  |
|  | TOPIC | CHAIR | CO-LEADS |  |
| **7:45-8am** | **Login and Networking** | | | **Small Group Chair/Facilitator Pairs:**  Holger / Pearl  Kevin / Olivia  Vivian / Alexa  Elie / Rita  Lyuba / Omar  Tom / Helena |
| **8am-8:45am** | **Providers**  Issue 1: 8-8:15  Issue 2: 8:15-8:30 Polls: 8:30-8:31  Breakouts: 8:31-8:45 | Holger Schunemann | Imad Bou Akl  Comfort Ekanem  Michael Saginur |
| **8:45-8:55am** | Mandatory fun | Jordi Pardo Pardo |  |
| **8:55-9am** | Health break | | |
| **9-9:20am** | **Synthesis of discussion** | Vivian Welch | Alex Pollock |
| **9:20-9:43** | **Parking lot** | Vivian Welch | Tom Concannon |
| **9:43-9:45** | ***Group photo*** |  |  |
| **9:45-9:50am** | Health break | Jordi Pardo Pardo |  |
| **9:50-10:20** | **Breakout to discuss synthesis and parking lot** |  |  |
| **10:20-10:25** | Mandatory fun | Jordi Pardo Pardo |  |
| **10:25-10:45** | **Evaluation** | Elie Akl | Tom Concannon  Sophie Staniscewska |  |
| **10:45-10:55** | Health Break | | |  |
| **10:55am-12pm** | ***Feedback on fun with mandatory fun***  **Publications and Sharing Formatting of checklist Summarizing the last 3 days  Wrap up and next steps** | Peter Tugwell and Vivian Welch |  |  |