

Additional file 5 – Invitation letter to review the guide

Dear [participant name],

I would like to follow-up on the recent interview that our research team has conducted with you, related to the *Efficiency Metrics Implementation Playbook* project, which is being developed by our Health Services and Systems Research Group in collaboration with [All.Can International](#).

As you may recall, the primary aim of this project is to create an Implementation Playbook that provides a framework for the implementation of previously published [cancer efficiency metric categories](#).

Our recent interview with you aimed to feature your implementation experience in the Playbook as a good practice, which has provided valuable insights. We have concluded the data collection for the project and we have recently shared with All.Can International the first draft of the Implementation Playbook.

We are now pursuing the last phase of the project - construct and face validity, where we intend to obtain feedback on the current Playbook draft from stakeholders that pursued implementation related to one of the cancer efficiency metrics' themes (data, workforce, PROM/PREMs), namely by sharing their view about how clear, useful, and practical the tool currently is and how it could be improved.

As successful stakeholders implementing an innovation in your setting, **we kindly request your support in the last phase of this project.**

As such, we would like to invite you to:

- **review the first draft** of the All.Can Implementation playbook (13rd -19th March) and
- **provide your feedback in a short online meeting (up to 30 minutes)**, specifically to discuss the following topics: 1) Ability of the playbook to support and guide stakeholders in implementation efforts in their own contexts, , by providing clear, structured, and useful guidance ; 2) Adequacy and completeness of guidance and resources provided.

Would you **please inform us of your availability** to review the draft and join us for the short interview?

Please let us know if you have any questions at this time.

Thank you very much again for your support.

Kind regards,
on behalf of the Amsterdam UMC team
Ana Sofia Carvalho, MD PhD Candidate

Questions asked during the Interview

- 1) Ability of the playbook to support and guide stakeholders in implementation efforts in their own contexts, , by providing clear, structured, and useful guidance.
 - Characteristics of the playbook regarding the ability to provide guidance and support:
 - o Is the information clear?
 - o Is the information well-structured?
 - o Does it provide sufficient guidance (good structure and enough content?) for stakeholders to implement metrics?
- 2) Adequacy and completeness of guidance and resources provided.
- 3) Please provide suggestions for improvement.

