**Additional file 3**

***The invitation email and the information sheet***

**Email title:** If you are interested in translating research evidence into practice, please join us/ Si vous êtes intéressé à traduire la resultes des recherches en pratique, nous joindre SVP

Dear colleague,

As you know, Knowledge Broker (KBs) positions have recently been recently created to facilitate the uptake of evidence-based practice.

Note: if you prefer to explore the study’s objectives and benefits by video instead of reading, please follow this hyperlink ( <https://www.youtube.com/watch?v=TbgG8LYBatQ)>

Little is known about people who work as KBs in the rehabilitation field, so there is a need to know more about them by determining their number and collect some information about their profile; this will contribute to developing this profession.

As you are performing one or more of knowledge brokering activities in your workplace, you are being invited to participate in our research project. **Our study is the first Canada-wide survey that aims to describe the profile of Knowledge Brokers (personal and professional characteristics, roles and activities, and training) working to promote the uptake of evidence within rehabilitation field in Canada.** Results from this research will provide important information for researchers who aim to employ KBs in their future in KT trails in rehabilitation, for employers who intend to employ KBs to facilitate the use of research evidence in rehabilitation settings, and for KBs themselves by informing them about their expected roles and tasks that they can perform to better achieve the targeted outcomes.

If you are interested, please follow the hyperlink below: https://surveys.mcgill.ca/ls/928428?lang=en

This will direct you to fill out the consent form, and fill out an online survey that will ask you about your profile. The survey should take approximately 30 min. You will be inform of the study’s findings after the completion of the study.

This study is being conducted by McGill University. The research team would very much appreciate your input in this work.

If you have any questions or concerns, please do not hesitate to contact Dr. André Bussières at andre.bussieres@mcgill.ca or dina.gaid@mail.mcgill.ca

**Thank you for supporting rehabilitation research**

***Information Sheet***

**“The profile of knowledge brokers in the rehabilitation field across Canada”**

**Principal study Investigator:**

Dr. André Bussières, DC, PhD, Assistant Professor,School of Physical and Occupational Therapy, Faculty of Medicine, McGill University

1. **Introduction:**

You are being asked to participate in this survey because as you are performing one or more of the knowledge brokering activities. Please read this ‘Information Sheet and Consent Form’ carefully and ask as many questions as you like before deciding whether to participate in this research study. Participation in this study is voluntary. You are free to refuse to participate. For more information of knowledge brokering activities, please watch the survey’s video (link attached to the invitation email.

**2. Background:**

The field of knowledge translation (KT) promotes the use of evidence-based practices (EBP) in healthcare. KT experts advocate for the use of active KT interventions to improve professional practice change in health care settings including the use of knowledge brokers (KBs). Currently, there is a paucity of data related to the work and occupations of Canadian KBs, limiting the ability of health care organizations to deploy KBs effectively in rehabilitation settings. The aim of this study is to describe the personal and professional characteristics, roles and activities, and training of KBs working to promote the uptake of research evidence across Canadian rehabilitation settings.

**3. Methods:**

Descriptive study using a cross-sectional online survey that will be administered to KBs working in rehabilitation across Canada. The survey will cover three topic areas: demographic information, roles and activities, prior training.

**4. Analyses:**

Descriptive statistics (response frequencies, percentages, means, and range) will be used for the close-ended questions that ask about socio-demographic, professional characteristics, roles and activities of the participants, and prior training. A deductive content analysis will be used for open-ended questions.

**5. Benefits of the Study:**

Your participation in this survey will provide important information for **researchers** who aim to utilize KBs in their future in KT trails in rehabilitation, for **employers** who intend to employ KBs to facilitate the use of research evidence in rehabilitation settings, and for **KBs themselves** by informing them about their expected roles and tasks that they can perform to better achieve the targeted outcomes.

**6. Confidentiality:**

No identifying information will be reported in any publications, reports or presentations. Confidentiality of the data will be protected by assigning each participant such as yourself a unique identification number replacing the name and the registration number of care providers and using that number on all data about participation. Only the principal investigator of the study will access your data. All electronic records will be stored at the administrative Services Building of McGill University and protected by a user password. The study data retention is for 7 years after which time the data will be destroyed.

**7. Compensation:**

No compensation will be provided.

**8. Questions about the Study:**

A. If you have any questions or concerns, please contact Dr. André Bussières at [andre.bussieres@mcgill.ca](mailto:andre.bussieres@mcgill.ca).

B. If you have any questions about your rights as a research participant, please contact Ilde Lepore, McGill IRB Ethics Officer, by email: [ilde.lepore@mcgill.ca](mailto:ilde.lepore@mcgill.ca) or by phone: 514-398-8302

The McGill University Institutional Review Board (IRB) has reviewed this study. The IRB considers the ethical aspects of all research studies involving human subjects at McGill University.