

Additional File 1: Table detailing the challenges and solutions

Challenge	Sub domain - Solution
<p>Selecting, setting up and maintaining PCNs</p>	<p>Selecting the right PCN (NNFs and NNCs)</p> <ul style="list-style-type: none"> - Define clear selection criteria - Use already established contacts - Choose key people who have a prior interest in research area with at least one with a medical background - Ensure key people have either prior experience in conducting studies or a willingness to learn - Document roles and responsibilities given to key people involved <p>Set up & maintaining the PCNs</p> <ul style="list-style-type: none"> - Visit PCNs prior to recruitment to go through responsibilities, the study design, materials and the logistics of conducting the study - Develop interactive training sessions - Develop communication strategy and send to all involved – encourage constant communication across sites and with coordination team - Build in “get to know each other” sessions part of group meetings - Develop procedures and standardisation across PCN (SOPs, working practices) - Set up group distribution lists for queries and to share important information - Build in a period of reflection once patients recruitment is underway, to come together to share ideas and concerns and provide local solutions

Challenge	Sub domain - Solution
Designing local context-appropriate data collection tools and efficient data management systems	<p>Culturally applicable data collection tools (CRF & Diary)</p> <ul style="list-style-type: none"> -Involve key people (i.e. NNCs/NNFs) early in the development of study protocols and materials, ensuring they have an opportunity to contribute meaningfully to development. - Hold face to face group meetings to discuss content - Document differences in context, culture or healthcare systems <p>High quality assurance</p> <ul style="list-style-type: none"> - Translate all documents into local language and back translated into English - Check back translations by one (if not two) members of the coordinating team, then check again - Make no assumptions - Document all cultural or healthcare system differences <p>High data management and quality</p> <ul style="list-style-type: none"> - Develop central and local monitoring procedures - Develop clear and effective data reporting processes - Train PCNs in how to use the online system and provide instructions for use and document trouble shooting - Central storage in encrypted database - Run weekly real time monitoring reports to assess PNC efforts and reporting - Provide an achievable target to enter data by (i.e. PCNs given a 2 day window in which to enter data) <p>High recruitment rate, CRF and diary response rate</p> <ul style="list-style-type: none"> - Hold face to face group meetings to openly share ideas - Develop weekly newsletters comparing recruitment rates and response rates for PCNs and Clinicians - Make reminder phone calls to participants - Produce task lists to remind NNFs of important tasks.

Challenge	Sub domain - Solution
Gaining commitment and trust from all involved whilst maintaining enthusiasm	<p>Communication and appreciation</p> <ul style="list-style-type: none"> - Organise social events at meetings - Give light-hearted prizes at annual dinners - Take and distribute photos at all group meetings - Send weekly bulletins on recruitment to all PCNs - Continuously share ideas and group e-mails - Produce GRACE certificates for Clinicians for CME certification purposes - Produce weekly and quarterly newsletter to send to PCN/Clinicians <p>Data ownership and publication strategy</p> <ul style="list-style-type: none"> - Provide opportunity to become involved in contributing to GRACE-01 publications and to earn authorship of scientific publications - Provide opportunity to suggest ideas for scientific publications both across country and within country - Generate individual country reports <p>Gaining commitment and trust</p> <ul style="list-style-type: none"> - Establish a coherent philosophy (i.e. partners and collaborators became known as the “GRACE Family”) - Involve key people (i.e. NNCs/NNFs) in the development of the study at a very early stage - Conduct open meetings where opinions and thoughts can be voiced.