Author's response to reviews

Title: Person-Centered Care Planning and Service Engagement: A Study Protocol for a Randomized Controlled Trial

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Author's response to reviews: see over
Dear Editorial Board:

We are grateful for the reviews and believe that the revisions have strengthened this manuscript. Below is our response to the revisions and associated changes are detailed:

**Major compulsory revisions**

1. (a) Please clarify the timeline of the mixed-methods study in the methods section for both the RCT (currently 2 days staff training, plus 12 months intervention) and qualitative study (starting post 6 months intervention?)

   We have added a sentence to the measurement section of the Aim 1 & 2 (page 15) and a sentence to the procedures sections of Aim 3 to clarify timing of mixed methods study (page 22).

2. (b) Discussion section, first paragraph, start of the second sentence, please clarify the reference to a five year study ‘Given the five year duration of the study, we anticipate there may be structural changes...’ is the study the first in a 5 year programme?

   We mean that this is a five year study, have reworded to make this clearer (page 25).

3. Please insert information on the statistical analysis plan for the quantitative study in the abstract and in the methods section, this information is currently missing.

   We have added the statistical analysis plan in the abstract and methods sections (page 19-21). We also added power analysis to the Participants section (page 10).

4. Please insert whether or not the CONSORT guidelines were adhered to in the Methods section.

   Statement added at the end of the methods section (page 24).

5. In the methods section, first paragraph, please define all of the participants - ‘leadership’, ‘clinical supervisors’, and ‘direct care staff’ - in the study and their roles in the agencies (you have only defined leadership staff in the second paragraph).

   Have added a description of clinical supervisors and direct care staff and moved this up to the first paragraph (page 11).

6. Methods section, Intervention subsection, please give more information on the content of the ‘provider training manual’ and the ‘consumer toolkit’.
We have added two sentences to the intervention subsection explaining these training materials (page 12).

7. In the measurement subsection, PCCP Competency, please insert whether PCCQ and the Person-Centred Care Planning Documentation Quality Review Tool are unvalidated or validated measures. If validated measures, please insert psychometric data like in the Organizational Factors subsection below.

*These are both unvalidated measures – we have added this to the text (page 16).*

8. Qualitative methods, participants subsection, please insert the number of consumer participants you hope to recruit in each focus group.

*Have given the range of participants we hope to recruit for each group (page 22).*

9. Try and be consistent when describing ‘person-centred care plans’ throughout the main text, sometimes these are referred to as ‘action plans’, or are these outcomes the same?

*These are the same. To avoid confusion, we have either deleted the word action or used “actionable” instead to make the point that person-centred plans must also be actionable – meaning that they include goals that can be acted upon.*

10. Trial status: please insert the date when recruitment of staff began.

*This date has been added.*

**Minor essential revisions**

11. Please specify the number of participants to be trained (n = 280) across all sites in the text in the methods section, like in the abstract.

*This number has been added (page 11).*

12. Currently the authors report in the abstract ‘fourteen sites in Delaware and Connecticut serving upwards of 13,000 consumers will be randomized’ but in the methods section this figure is quoted as ‘8,000 consumers’ please be consistent and correct this.

*We have amended the figure to 8,000 in the abstract.*

13. Abstract, Methods/Design, sentence starting ‘The PCCP intervention involves intensive staff training...’ please remove the end of the sentence ‘with the consumers driving the process’.

*Done.*

14. Methods, Participants subsection, first paragraph, please clarify what you mean by the sentence ‘each supervisor will nominate two direct ‘reports’ (?) who fulfil the criteria of ‘change agents’.

*We have changed this to “direct care staff who report to them” to clarify (page 11).*
15. Please ensure all abbreviations are spelled out before first use in the body of the manuscript and then consistently use the abbreviations or acronyms for the rest of the manuscript: person-centred care planning process (PCCP), Community Mental Health Clinics (CMHC)

*Done.*

16. Please include in a footnote to Figure 1 or in the abbreviations the spelling out of PCCP-PL.

*We have changed the reference in Figure 1 to PCCP Training.*

17. Please complete the list of abbreviations used throughout the manuscript, this is incomplete:
Person-Centred Care Questionnaire Provider version (PCCQ-P), alpha (#), IMR.

We have updated to include all abbreviations.

Minor issues not for publication (spelling, typos, grammatical errors, stylistic suggestions)

- Please check the size of the font is consistent throughout the manuscript, there appears to be smaller font used in some sections, see Background section, Person-Centred Care Planning subsection third paragraph, sentence starting ‘In addition…’

*Have made sure the font is consistent.*

- Background, Outcomes subsection, last paragraph last sentence, typo, please remove the ‘s’ from ‘support(s)’

*We did intend to write “supports” this is not a typo.*

- Randomization subsection, please insert the word ‘software’ following SAS 9.3

*Done.*

- Please remove abbreviation PCCP from the abstract

*Done.*

Sincerely,

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