

Research checklist / supplementary file

Checklist of Consensus standards for the reporting of organizational case studies [25 Table 11)]

Reporting item	Page number on which item was reported	Page number of justification for not reporting
Describing the design		
1. Define the research as a case study	2	
2. State the broad aims of the study	2	
3. State the research question(s)/hypotheses	2	
4. Identify the specific case(s) and justify the selection	2	
Describing the data collection		
5. Describe how data were collected	3	
6. Describe the sources of evidence used	3	
7. Describe any ethical considerations and obtainment of relevant approvals, access and permissions	9	
Describing the data analysis		
8. Describe the analysis methods	3	
Interpreting the results		
9. Describe any inherent shortcomings in the design and analysis and how these might have influenced the findings	7	
10. Consider the appropriateness of methods used for the question and subject matter and why it was that qualitative methods were appropriate	7	
11. Discuss the data analysis	8	
12. Ensure that the assertions are sound, neither over- nor under-interpreting the data	7	
13. State any caveats about the study	8	