**Supplement 1: CCP Session Learning Objectives and Discussion Topics**

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| **Session** | **CCP Session Agenda Topics** |
| CCP Member Briefing | **Introductory packet contents (emailed and mailed) two weeks before the first session:*** Welcome packet (letter of appreciation, role of CCP member, compensation details, meeting times and expectations)
* Clinical trial briefing booklet (COVID-19 facts, vaccine development basics, importance of diverse participation in clinical trials, protection of clinical trial participants, current COVID-19 vaccine development updates including vaccine types, pharmaceutical companies, and stages)
* CCP website (including all of the above informational resources and news)
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| Week 1  | **Presentation Topics:*** Introductions of community members, clinical trial investigator, and community engagement team
* Roles and expectations
* Importance of community-engaged research
* Overview of COVID-19 vaccine clinical trial

**Discussion Topics:** * COVID-19 Q&A
* COVID-19 clinical trial concerns and questions
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| Week 2 | **Presentation Topics:** * Enrollment process
* Informed consent
* National stakeholders and sponsors who are financially and administratively supporting the clinical trial

**Discussion Topic:** * Q&A on clinical trial and information from the last session
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| Week 3 | **Discussion Topics:** * Community trust – specific to the COVID-19 vaccine clinical trials
* Review of NIH COVID-19 Prevention Network (CoVPN) outreach and recruitment materials and recommendations
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| Week 4 | **Discussion Topics:** * Risks and benefits of vaccine clinical trial participation
* Continued discussion of trust in the community
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| Week 5 | **Presentation Topics:** * Review of clinical trial recruitment materials and media strategy

**Discussion Topics:** * Continued conversation of risks and benefits of trial participation
* Languages offered by clinical trial staff and potential issues
* Recommendations on media company recruitment materials and media strategy
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| Week 6 | **Media Company Presentation and Discussion:*** Presentation of revised recruitment materials and discussion

**Discussion Topics**: * Customer service at clinical trial sites
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| Week 7  | **Presentation Topics:** * Data Safety Monitoring Boards (DSMB)

**Discussion Topics:** * Addressing clinical trial study pause
* How to communicate to communities about the DSMB and the study pause
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| Week 8  | **Presentation Topics:** * Media company review of talking points for physicians and outreach

**Discussion Topics:** * Review of feedback on local COVID-19 recruitment website
* Outreach for vaccine trial, and what that looks like post-panel
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Abbreviations: CCP, Community Consultant Panel; NIH, National Institute of Health