



NATIONAL AND GULF CENTRE FOR EVIDENCE BASED MEDICINE:
A COLLABORATING CENTRE OF THE JOANNA BRIGGS INSTITUTE

Checklist for submission of a CPG for endorsement and publication/ copyright assignment form

Name of Group	Contact Person: (Name, Address, Telephone, Email)
Does the guideline:	
▪ identify the organisation under whose aegis the guidelines were developed—who proposed and funded the guidelines?	
▪ define the purpose of the guidelines—for what audience(s) are the guidelines intended?	
▪ list the individuals and groups involved in developing the guidelines?	
▪ document the processes and nature of the scientific evaluation of the evidence—for example, specify whether meta-analyses and/or metasyntheses were used to analyse the literature?	
▪ provide a bibliography of materials used?	
▪ contain a clear description of the scientific assumptions—whether relating to physiological assumptions, methods of actions of drugs or processes, expectations of deaths or morbidity following treatment, side-effects, and so on—that were incorporated in the evidence	
▪ identify the need for special training, equipment or facilities?	
▪ document the consultations undertaken?	
▪ record how consumer concerns were taken into account?	
▪ detail the target audience and other interested parties?	
▪ detail methods of consultation and dissemination?	
▪ detail the time frame for evaluation?	
▪ detail the plan for assessing guideline implementation and barriers to implementation	
▪ detail revision plans	
▪ address suggestions for improving the guidelines and their capacity for enhancing future care and optimizing resource use?	
▪ address gaps in scientific knowledge or other information gaps—for example, costing data—for future investigation?	
▪ address organisational, funding or other 'process' factors that might enhance the quality of outcomes expected from the guidelines' implementation?	
Date of Submission:	
Signature	

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