

Appendix 4 (as supplied by the authors): C-CHANGE 2018 Update – Quality Improvement and Process

Harmonization of recommendations between guidelines groups was facilitated by C-CHANGE, reviewing with the clinical leads from each of the guidelines groups with similar recommendations. Guidelines groups are encouraged to add an implementability step to their guidelines development process, to construct the wording of each recommendation as actionable as possible to assist health care providers in implementing the guideline, while keeping the wording true to the evidence.

One of the main principles of the C-CHANGE process is to help improve the quality of the guidelines groups without adding barriers to their individual processes. C-CHANGE is also available to assist with skills and personnel needed by the individual guidelines groups, for example for methodology, to assist with finding volunteer personnel for the individual Central Review Committees, and patient engagement implementation. Guidelines must be based on published evidence. C-CHANGE discourages the development of a guideline where there is no evidence, as that guideline might deter research being done to meet the existing knowledge gap.

Continuous quality improvement in guideline development can be demonstrated using the AGREE II Instrument (<http://www.agreetrust.org>) to assist in the completeness and transparency of reporting I practice guidelines. The AGREE II criteria is grouped into six quality domains (scope and purpose; stakeholder involvement; rigour of development; clarity of presentation; applicability, and editorial independence). C-CHANGE does not have a guideline development process that includes critical appraisal of evidence to develop recommendations. Therefore, due to the nature of the C-CHANGE guideline representing a set of harmonized recommendations coming from nine different guideline groups with their own development processes, it is not possible to complete a full AGREE assessment on the criteria outlined within the six domains. However, each member guideline group is encouraged to use the AGREE II to score themselves and share their results. C-CHANGE also performs an appraisal of the guideline groups using AGREE II and the appraisals can be found online (www.cchangeguidelines.com). The appraisals are intended to provide feedback to each guideline group, especially groups that have not conducted their own assessments, as well to highlight areas where more transparency, attention to detail and overall reporting needed to improve scores.