

Notes from Recommending Working Group Teleconference (April 28, 2020)

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| <p>1. INTRODUCTIONS</p> <p>a. Welcoming working group members</p> <ol style="list-style-type: none"> i. Ivan Florez, AGREE (Appraisal of Guidelines, Research and Evaluation), Colombia (co-chair) ii. Ludovic Reveiz, Regional Office for the Americas, WHO; Washington DC, USA iii. Susan Norris, WHO; Switzerland iv. Ignacio Neumann, Pontificia Universidad Católica de Chile, Chile v. <i>Secretariat: Mike Wilson and Safa Al-Khateeb, McMaster Health Forum RISE, Canada, and David Tovey (for Jeremy Grimshaw) and Anna Dion, Ottawa Hospital Research Institute RISE, Canada</i> <p><i>Regrets:</i> Per-Olav Vandvik, MAGIC Evidence Ecosystem Foundation, Norway (co-chair) Jerry Osheroff, AHRQ evidence-based Care Transformation Support (ACTS), USA Tamara Kredon, South African health-evidence synthesis initiatives, South Africa Zac Munn, Guidelines International Network, Australia</p> | <p>5 min</p> |
| <p>2. FOLLOW-UP ON ACTION ITEMS</p> <p>a. Not applicable for this first meeting</p> | <p>0 min</p> |
| <p>3. DISCUSSION ON SCOPE OF GROUP AND TERMS OF REFERENCE</p> <p>Please see attachment 2 for specific edits to the terms of reference for the Recommending working group</p> <p>Suggested re-organization and prioritization of working group terms of reference according to.</p> <p>Mapping guidelines completed and underway</p> <ul style="list-style-type: none"> • List of lists, +/- repository <p>Resources for development of GL</p> <ul style="list-style-type: none"> • Methods for rapid reviews, living GL • Share reviews, ETs that are kept up to date in real time • Support for developers: expertise, person-power <p>Tools and platforms for publishing, adaptation, implementation of GL</p> | <p>35 min</p> |

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| <p>3. MEMBERSHIP OF WORKING GROUP</p> <p>a. Ideas for engagement of additional members and organizations with reminder of principles around geographic, linguistic diversity as well as diversity in target audiences</p> <p>Secretariat to consider David Tovey accompanying Recommending group (as he is also chair of the Synthesizing group)</p> <p>Working group members to share suggestions of other members (keeping in mind linguistic and geographical representation). For consideration:</p> <ul style="list-style-type: none"> • Dr Nani Siegfried, very actively involved in national-level South Africa guidelines <nandi.siegfried@gmail.com> • Dr Yaolong Chen: chenyaolong@lzu.edu.cn (invited to join COVID-END earlier this week; he (or his delegate) will be joining the weekly COVID-END general meetings • Maicon Falavigna (Brazil) • Greater representation from GIN's global network • Societies active in guideline development • European guideline development groups | 10 min |
| <p>4. ANY OTHER BUSINESS</p> <p>a. Setting a concrete date/time and frequency for future meetings</p> <p>Safa to send out a poll to identify standing meeting time. May need to consider alternating meeting times to accommodate international membership.</p> | 10 min |