

NHS Evidence Guidelines Checklist

1. Scope and purpose is concerned with the overall aim of the guidance, the specific clinical questions and the target population.		
Criteria	These criteria consider whether the guidance producer has a policy in place and adhered to that requires them to explicitly detail:	
	1.1 The overall objective of the guidance	<input type="checkbox"/>
	1.2 The clinical, healthcare or social questions covered by the guidance	<input type="checkbox"/>
	1.3 The population and/or target audience to whom the guidance applies	<input type="checkbox"/>
	1.4 That the producer ensures guidance includes clear recommendations in reference to specific clinical, healthcare or social circumstances	<input type="checkbox"/>
2. Stakeholder involvement focuses on the extent to which the guidance represents the views of its intended users and those affected by the guidance (patients and service users).		
Criteria	These criteria consider whether the guidance producer has a policy in place that means it includes:	
	1.1 Individuals from all relevant stakeholder groups including patients groups in developing guidance	<input type="checkbox"/>
	1.2 Patient and service user representatives and seeks patients views and preferences in developing guidance	<input type="checkbox"/>
	1.3 Representative intended users in developing guidance	<input type="checkbox"/>
3. Rigour of development relates to the process used to gather and synthesise information and the methods used to formulate recommendations and update them.		
Criteria	These criteria consider whether the guidance producer has a clear policy in place and adhered to that:	
	3.1 Requires the guidance producer to use systematic methods to search for evidence and provide details of the search strategy	<input type="checkbox"/>
	3.2 Requires the guidance producers to state the criteria and reasons for inclusion or exclusion of evidence identified by the evidence review	<input type="checkbox"/>
	3.3 Describes the strengths and limitations of the body of evidence and acknowledges any areas of uncertainty	<input type="checkbox"/>
	3.4 Describes the method used to arrive at recommendations (for example, a voting system or formal consensus techniques like Delphi consensus)	<input type="checkbox"/>
	3.5 Requires the guidance producers to consider the health benefits, side effects and risks in formulating recommendation	<input type="checkbox"/>

	3.6 Describes the processes of external peer review	<input type="checkbox"/>
	3.7 Describes the process of updating guidance and maintaining and improving guidance quality	<input type="checkbox"/>
4. Clarity and presentation deals with the language and format of the guidance.		
Criteria	These criteria consider whether the guidance producer ensures that :	
	4.1 The recommendations are specific, unambiguous and clearly identifiable	<input type="checkbox"/>
	4.2 The different options for management of the condition or options for intervention are clearly presented	<input type="checkbox"/>
	4.3 The date of search, the date of publication or last update and the proposed date for review are clearly stated	<input type="checkbox"/>
	4.4 The content and style of the guidance is suitable for the specified target audience. If the public, patients or service users are part of this audience, the language should be appropriate	<input type="checkbox"/>
5. Applicability deals with the likely organisational, behavioural and cost implications of applying the guidance.		
Criteria	These criteria consider whether the guidance producer routinely consider:	
	5.1 Publishing support tools to aid implementation of guidance	<input type="checkbox"/>
	5.2 Discussion of potential organisational and financial barriers in applying its recommendations	<input type="checkbox"/>
	5.3 Review criteria for monitoring and/or audit purposes within each product	<input type="checkbox"/>
6. Editorial Independence is concerned with the independence of the recommendations, acknowledgement of possible conflicts of interest, the credibility of the guidance in general and their recommendations in particular.		
Criteria	These criteria consider whether the guidance producer:	
	6.1 Ensures editorial independence from the funding body	<input type="checkbox"/>
	6.2 Is transparent about the funding mechanisms for its guidance	<input type="checkbox"/>
	6.3 Records and states any potential conflicts of interest of individuals involved in developing the recommendations	<input type="checkbox"/>
	6.4 Takes account of any potential for bias in the conclusions or recommendations of the guidance	<input type="checkbox"/>