

# SPANZA Guideline and Statement Endorsement Tool

*This tool is used to assist the assessment for endorsement of guidelines or statements by SPANZA*

TITLE:

PERSON / ORGANISATION REQUESTING:

DATE:

TIME LINE:

ASSESSOR'S NAME:

IS THIS A NEW GUIDELINE OR STATEMENT?

IS THIS A REVISED PREVIOUSLY ENDORSED GUIDELINE OR STATEMENT?

IS THIS TO BE CO-BADGED, AND WITH WHOM?

FEATURE	YES	NO	NOTES (optional)
<b>Does this guideline or statement satisfy the following</b>			
Align with SPANZA's vision and goals? <a href="https://www.spanza.org.au/about/goals-of-spanza/">https://www.spanza.org.au/about/goals-of-spanza/</a>			
Benefit to paediatric patients and families?			
Benefit the paediatric anaesthesia community?			
Constitute the first guideline or statement on this topic, and if not, is there a need for this as an additional resource?			
<b>Only proceed if resource satisfies the above four essential criteria.</b>			

FEATURE	YES	NO	NOTES (optional)
<b>Alignment with SPANZA'S Guideline and Statement Development Policy</b>			
<b>4.1.1 AIMS</b>			
4.1.1.1 What is the aim of the guideline or statement?			
4.1.1.2 Is the clinical question within the guideline or statement clear?			
4.1.1.3 To what context/area does it apply?			
4.1.1.4 Who are the end users/target audience?			
<b>4.1.2 NEED</b>			
4.1.2.1 The need and purpose for the guideline or statement is clear. i. Area of Controversy ii. Area of Variation in Practice iii. Area Where there is Lack of Evidence iv. Area of New Evidence and Evolving Practice			
4.1.2.2 The risk is defined.			
4.1.2.3 Is it widely applicable?			
<b>4.1.3 SCOPE</b>			
4.1.3.1 Those affected by the guideline or statement are described			

FEATURE	YES	NO	NOTES (optional)
4.1.3.2 Context to which this guideline or statement applies is clear			
4.1.3.3 When the guideline or statement will not apply is specified.			
4.1.3.4 Language is clear and consistent.			
<b>4.1.4 PRINCIPLES</b>			
4.1.4.1 Outcomes are clearly defined.			
4.1.4.2 The design is structured and easy to follow.			
4.1.4.3 The need for additional resources due to the guideline or statement is defined.			
4.1.4.4 The cost is defined (e.g. Resources, equipment).			
4.1.4.5 The risk to stakeholders is defined.			
4.1.4.6 The risk of the content of the document is defined.			
<b>4.1.5 DEVELOPMENT PROCESS</b>			

FEATURE	YES	NO	NOTES (optional)
4.1.5.1 The contributors are described and are appropriate with respect to their expertise and experience.			
4.1.5.2 The methods that were used in the development of the guideline or statement are described.			
4.1.5.3 The criteria for selecting the evidence are described ("evidence" in this context may include appropriate expert opinion, evidence from the literature or accepted best clinical practice).			
4.1.5.4 The methods of formulating recommendations are described. There must be a link between the evidence and the recommendations.			
4.1.5.5 Appropriate views have been sought (e.g. consumers such as anaesthetists, patients, hospitals).			
4.1.5.6 A procedure and timeline are in place for a trial if appropriate.			

FEATURE	YES	NO	NOTES (optional)
<b>Disclosure</b>			
Conflicts of interest disclosed			
Financial arrangements disclosed (for example, healthcare industry sponsorship)			
<b>Format</b>			
Visually appealing and user-friendly, clearly written and no errors			
Publisher clearly identified			

**Additional commentary (optional – for example, political considerations, associated risks and benefits):**

**CONCLUSION (endorse?):**

**WHAT IS RISK TO SPANZA TO ENDORSE, AND NOT TO ENDORSE?**