



Endocrine Society External Guidance Document Endorsement Policy and Process *Effective 2022*

Introduction

The Endocrine Society supports the dissemination of up-to-date, high quality clinical guidance to improve clinical care. To that end, the Society considers the endorsement of externally developed clinical practice guidelines and consensus documents that meet explicit criteria, including a development process that is transparent, rigorous, trustworthy, and adhere to current best practices.

Endorsement as a Partnership

As an endorsing organization, the Endocrine Society expects to be involved in the development of the guidelines and consensus documents as a full partner, a co-sponsor, or by having a representative on the guideline panel. Absent this level of participation, the Endocrine Society will consider endorsement if it is afforded an opportunity to provide comments on the document prior to publication, with the understanding that the requesting organization will consider such comments in good faith. If these standards are not met, the Endocrine Society may consider endorsement on a case-by-case basis, if we believe that (1) the document addresses a topic of critical importance or meets an immediate clinical need and (2) the document is fundamentally aligned with the Endocrine Society's perspective on the topic.

Endorsement Process

Requests for endorsement must allow at least four weeks for the Society's review process to ensure adequate time for review and input. Requests should be made in writing to guidelines@endocrine.org.

Guidance documents that are eligible for endorsement will go through an evaluation by the Clinical Guidelines Committee, which will make a final recommendation to the Society's Board of Directors, with the Board making the final determination.

Endorsement of Clinical Practice Guidelines

The Society's criteria for endorsement of clinical practice guidelines are derived from the Institute of Medicine's (now the National Academy of Medicine's) Clinical Practice Guidelines We Can Trust¹. Eligibility for endorsement does not guarantee endorsement. For a guideline to be endorsed, the following characteristics should be met:

- Conflict of Interest (COI):
 - The guideline is not funded by industry and is not otherwise influenced by a funding entity with a plausible financial stake in one or more of the recommendations.
 - COIs of all panel members are disclosed.

¹ Committee on Standards for Developing Trustworthy Clinical Practice Guidelines, Board on Health Care Services, Institute of Medicine of the National Academies. Graham R, Mancher M, Wolman DM, Greenfield S, Steinberg E, eds. Clinical Practice Guidelines We Can Trust. Washington, DC: The National Academies Press; 2011.

- The lead/chair and/or co-chair of the guideline do not have relevant COI.
- Less than 50% of the development panel have relevant COI.
- Systematic Review and Recommendation Foundation:
 - Recommendations are based on a systematic review of the literature.
 - For each recommendation, a description of the benefits and harms and a summary of the evidence are provided.
 - Each recommendation includes a rating of the level of confidence in the evidence and a rating of the strength of the recommendation.

Affirmation of Value of Clinical Practice Guidelines

Guidelines that do not fulfill all the criteria for endorsement, but are believed to provide overall benefit to endocrinologists, may be eligible for a second tier of recommendation: affirmation of value. When deemed appropriate, a recommendation for affirmation of value will be made by the Clinical Guidelines Committee to the Society's Board of Directors, with the Board making the final determination. Guideline characteristics that may necessitate an affirmation of value in lieu of full endorsement include, but are not limited to, the following:

- Evidence reviews have minor methodological flaws.
- Recommendations do not rate the confidence or strength of the evidence, or are otherwise unclear or ambiguous.
- Implementation tools are necessary but unavailable, and implementation considerations are not addressed.

Not Endorsed or Affirmed

Any of the following criteria would lead to a recommendation against endorsement of a guideline:

- Lack of systematic review(s) of the literature or major methodological flaws in the review(s).
- An excessive number of recommendations appear to be based on expert opinion alone.
- The guideline-development process is funded by industry and/or the content of the guideline may be influenced by a funding body with a plausible financial stake in one or more of the recommendations.
- 50% or more of the panel members have relevant conflicts of interest, and/or the chair/co-chair of the panel has relevant conflicts of interest.
- Potential harms are not considered.
- Conflicts of interests of members were not recorded and/or there is likely bias (or likely appearance of bias) due to how any were documented and managed.

Endorsement of Consensus Documents

The Endocrine Society recognizes that not all topics are appropriate for a clinical practice guideline, or guideline development is not feasible in all situations. To that end, we will consider endorsement of consensus documents on a case-by-case basis. Criteria that will be evaluated when considering endorsement are:

- The topic of is an area in need of clinal guidance to improve quality of care
- The document is fundamentally aligned with the Endocrine Society's perspective on the topic



- There is a defined methodology for reviewing the literature and achieving consensus
- There is a diverse group of content experts on the consensus panel²
- Conflict of Interest (COI):
 - The guideline is not funded by industry and is not otherwise influenced by a funding entity with a plausible financial stake in one or more of the recommendations.
 - COIs of all panel members are disclosed.
 - The lead/chair and/or co-chair of the guideline do not have relevant COI.
 - Less than 50% of the development panel have relevant COI.

Acknowledgement of Support

The Endocrine Society will publicize its endorsement or affirmation of value of a guideline to its membership via the Endocrine Society website and/or other communication channels.

This policy will be reviewed every three years.

² The absence of appropriate gender and racial diversity in the consensus-development panel would be viewed unfavorably by the Endocrine Society