Council on Research
Policy for Revising Content in the Evidence Analysis Library

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PURPOSE:

This procedure addresses revisions to or updating of content published on the Academy of Nutrition and Dietetics Evidence Analysis Library (EAL®) to:

- Ensure the timeliness and accuracy of the information on Academy's online Evidence Analysis Library (EAL®).
- Implement the "living guideline" concept that the online format permits.
- Maintain credibility for Academy and the EAL® by providing current and up to date information to our members and subscribers.

Types of Content on the EAL The following will be included when referenced in the procedure below.

1. **Evidence-based Nutrition Practice Guidelines**: includes recommendations, introduction, and supporting evidence analysis: questions/conclusion statements, rating, evidence summaries, tables, individual article data extraction worksheets/quality criteria checklist and search plans. In some cases, this would include external guidelines that have been accepted and incorporated into the Academy guideline.
2. **Evidence Analysis/Systematic Review Projects**: includes questions/conclusion statements, grade, evidence summaries, tables, individual article data extraction worksheets/quality criteria checklist and search plans.

PROCEDURES:

Evidence-based Nutrition Practice Guidelines will be considered for an update every five years. The following will be the process for a revision:
1. Five years after guideline publication, a preliminary search will be conducted by Academy staff (e.g., librarian, RISA staff) using the search terms previously used, and any additional pertinent terms, and will be noted in the Search Plan for each question within a guideline.

2. The results of the searches will be recorded and dated, on the Articles to Review for Update template (an addendum to the Search Plans) and will provide an approximation of the number of new studies published since the last search was conducted.
3. The new search results will be used accordingly during project preparation, initiation, and workgroup training; and will also provide the lead analyst and Academy staff with a basis for organizing and focusing the project.
4. Evidence for guideline development will be generated using the established standards and processes for Academy Evidence Analysis (see Academy *Evidence Analysis Manual*) and guideline development.

Evidence Analysis Projects (that are not part of guidelines) published on the EAL® will be revised based on availability of funding (through Academy budget, DPGs, Academy Foundation, and/or external contributors). The revision process will follow the same steps as those for a guideline revision.

Substantive New Research
New research may warrant a revision to a specific question or recommendation after original publication. The following outlines the process for initiating a review of the published information on the EAL:
1. Ways Identified
   - Any member, Academy organizational unit, external organization, individual or staff may submit substantive comments regarding information published on the EAL.
2. Academy staff (RISA team) will review the comment, conduct a search to gather and determine the type and extent of new research, consider potential harm of action or inaction, and recommend action.
   - i. After review and consideration of resources, Academy staff will decide to: Take no action at this time
   - ii. Remove Obsolete content
   - iii. Correct erroneous data
   - iv. Post notice on the EAL
   - v. Gather additional information related to the issue
   - vi. Schedule formal review and possible revision
3. If a revision to a question or recommendation is warranted prior to the revision schedule and resources are available, Academy staff will organize and convene a workgroup and assign project leaders to begin this process.
4. The revision will follow the established standards and processes for Academy Evidence Analysis (see Academy *Evidence Analysis Manual*).

RESOURCES NEEDED:

   - Time and expertise is required by various units to support a revision using the steps in the evidence analysis process (see *Evidence Analysis Manual* and related documents).
      - o Academy Staff Evidence Analysis Team
      - o Medical Librarian
      - o Project Team: includes workgroup members, lead analyst(s), project

        manager, analysts
- o Committee: Council on Research final review and approval
- o Additional member involvement: external guideline reviewers patient advocate
- Funding (comparable to support for a new project) is required to support the revision/update of the guidelines and evidence analysis projects.

        Sources of funding include Academy budget and external funding (e.g., DPGs, Academy Foundation, CDR, external organization) for specifically identified topics.