

BMJ Rapid Recommendations - Thyroid hormones for subclinical hypothyroidism: a clinical practice guideline

Appendix 1. Details of panel members

<u>Chair</u>	
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Appendix 2. Detailed description of all disclosures reported by panel members

Pre-screening

All panel members were pre-screened for conflicts of interest prior to the guideline process that resulted in the BMJ Rapid Recommendations. The pre-screening was performed by the RapidRecs Executive team from the non-profit organisation MAGIC (www.magicproject.org) with support and approval from at least two unconflicted BMJ editors. No financial conflicts of interest were allowed (specifically, no financial ties to pharmaceutical companies with any stake in thyroid hormones) and intellectual and professional conflicts of interest were managed appropriately (see appendix 3: Methods for BMJ Rapid Recommendations). Panel members could not have a conflict for the past three years and do not anticipate a conflict arising in the foreseeable future, which we defined as at least one year.

Disclosures

Financial disclosures: No panel members had any financial conflicts of interest to disclose related to this clinical question.

Professional disclosures: Almost all of the physician panel members routinely see patients to whom this guideline applies, but their practice and remuneration will be unaffected by these recommendations.

Intellectual disclosures: Martin Feller, Marieke Snel, Elisavet Moutzouri and Nicolas Rodondi participated in writing the systematic review that formed the evidence base for this guideline (doi: 10.1001/jama.2018.13770). Nicolas Rodondi was the principal investigator for Switzerland of the TRUST trial subclinical hypothyroidism (doi: 10.1056/NEJMoa1603825) that was supported by research grants from the European Union FP7-HEALTH-2011 program (Grant Agreement Number 278148) and from the Swiss National Science Foundation (SNSF 320030-150025 and 320030-172676). Juan Brito and Naykky Singh wrote an editorial about the overuse of levothyroxine (doi: 10.1016/S2213-8587(16)30276-5). Juan Brito is a member of a guideline development committee in the American Thyroid Association. This association produced a guideline addressing the use of levothyroxine for hypothyroidism including subclinical hypothyroidism (doi: 10.1089/thy.2014.0028). Reed Siemieniuk, Thomas Agoritsas, Per Vandvik, Lyubov Lytvyn, and Ton Kuijpers are members of the GRADE Working Group: BMJ Rapid Recommendations adheres to GRADE methods. No panel member had any other intellectual conflict to disclose.

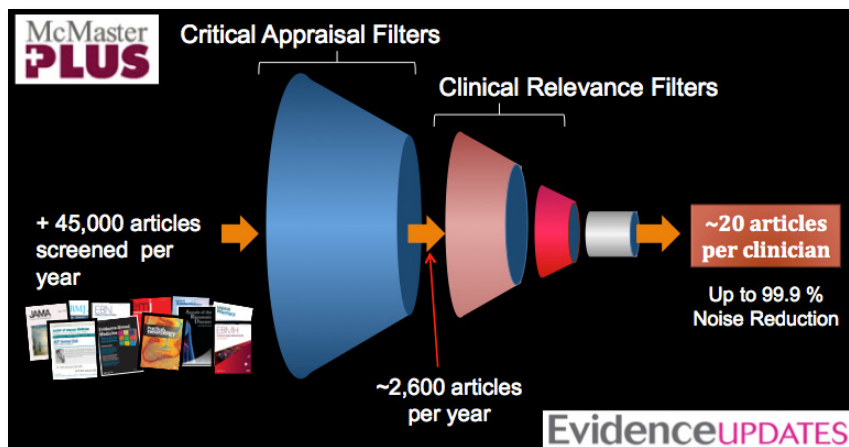
Appendix 3. Methods for BMJ Rapid Recommendations

About *BMJ* Rapid Recommendations

Translating research to clinical practice is challenging. Trustworthy clinical practice recommendations are one useful knowledge translation strategy. Organisations creating systematic reviews and guidelines often struggle to deliver timely and trustworthy recommendations in response to potentially practice-changing evidence. *BMJ* Rapid Recommendations aims to create trustworthy clinical practice recommendations based on the highest quality evidence in record time. The project is supported by an international network of systematic review and guideline methodologists, people with lived experience of the diseases or conditions, clinical specialists, and front-line clinicians. This overview is one of a package that includes recommendations and one or more systematic reviews published by the *BMJ* group and in MAGICapp (<http://www.magicapp.org>). The goal is to translate evidence into recommendations for clinical practice in a timely and transparent way, minimising bias and centred around the experience of patients. *BMJ* Rapid Recommendations will consider both new and old evidence that might alter established clinical practice.

Process overview

1. On a daily basis, we monitor the literature for practice-changing evidence:



- a. Formal monitoring through McMaster Premium Literature Service (PLUS)
 - b. Informal monitoring the literature by *BMJ* Rapid Recommendations expert groups, including clinician specialists and patients
2. The *Rapid Recommendations* executive team and editors at *The BMJ* choose which clinical questions to pursue among the identified potentially-practice changing evidence, based on relevance to a wide audience, widespread interest, and likelihood to change practice.
 3. We incorporate the evidence into the existing body of evidence and broader context of clinical practice via:
 - a. a rapid and high-quality systematic review and meta-analysis on the benefits and harms with a focus on the outcomes that matter to patients.

- b. parallel rapid recommendations that meet the standards for trustworthy guidelines¹ by an international panel of people with relevant lived experience, front-line clinicians, clinical content experts, and methodologists.
- c. The systematic review and the recommendation panel will apply standards for trustworthy guidelines.^{1,2} They use the GRADE approach, which has developed a transparent process to rate the quality (or certainty) of evidence and grade the strength of recommendations.^{3,4}
- d. Further research may be conducted including:
 - i. A systematic review of observational studies to identify baseline risk estimates that most closely represent the population at the heart of the clinical question, a key component when calculating the estimates of absolute effects of the intervention.
 - ii. A systematic review on the preferences and values of patients on the topic.

4. Disseminate the rapid recommendations through

- a. publication of the research in *BMJ* journals
- b. short summary of recommendations for clinicians published in *The BMJ*
- c. press release and/or marketing to media outlets and relevant parties such as patient groups
- d. Links to BMJ Group's *Best Practice* point of care resource
- e. MAGICapp which provides recommendations and all underlying content in digitally structured multilayered formats for clinicians and others who wish to re-examine or consider national or local adaptation of the recommendations.

Who is involved?

Researchers, systematic review and guideline authors, clinicians, and patients often work in silos. Academic journals may publish work from any one or combinations of these groups of people and findings may also be published in the media. But it is rare that these groups work together to produce a comprehensive package. *BMJ-Rapid Recommendations* circumvents organisational barriers in order to provide clinicians with guidance for potentially practice-changing evidence.

Our collaboration involves

- a. The *Rapid Recommendations* group with a designated Executive team responsible for recruiting and coordinating the network of researchers who perform the systematic reviews and the recommendation panels. The *Rapid Recommendations* group is part of MAGIC (www.magicproject.org), a non for profit organization that provides MAGICapp (www.magicapp.org) an authoring and publication platform for evidence summaries, guidelines and decision aids, which are disseminated online for all devices.⁵
- b. *The BMJ* helps identifying practice-changing evidence on key clinical questions, coordinates the editorial process and publishes the package of content linking to the MAGICapp that is presented in a user friendly way.

METHODS FOR THE RAPID RECOMMENDATION

The formation of these recommendations adheres to standards for trustworthy guidelines with an emphasis on patient involvement, strict management of conflicts of interests, as well as transparent and systematic processes for assessing the quality of evidence and for moving from evidence to recommendations.^{1,2,6}

Guidance on how the panel is picked and how they contribute

Panel members are sought and screened through an informal process.

The following panel members are important

- At least one author of the individual systematic reviews
- At least one patient representative with lived experience of the disease or condition. This person receives patient-oriented documents to explain the process and is allocated a linked panel member to empower their contribution.
- A full spectrum of practicing clinicians involved in the management of the clinical problem and patients it affects, including front-line clinicians with generalist experience and those with deep content clinical and research expertise in the particular topic.
- Methodological experts in health research methodology and guideline development

Any potential conflicts of interest are managed with extreme prudence:

- No panel member can have a financial interest – as assessed by the panel chair, the *Rapid Recommendations* executive team or *The BMJ* editors as relevant to the topic
- No more than two panel members with an intellectual interest on the topic (typically having published statements favouring one of the interventions).

Illustrative example: For the *BMJ Rapid Recommendations on corticosteroids for sepsis*, no panel member was allowed to have received any financial support from a pharmaceutical company that produces or distributes systemic corticosteroids.

How the panel meets and works

The international panel communicates via teleconferences and e-mail exchange of written documents throughout the process. Minutes from teleconferences are audiorecorded, transcribed, and stored for later documentation (available for peer-reviewers on request). Teleconferences typically occur at three timepoints, with circulated documents by e-mail in advance:

1. At the initiation of the process to provide feedback on the systematic review protocol (for example, on selection of patient-important outcomes and appropriate prespecified analysis of results) before it is performed.
2. At the evidence summary stage with discussion, feedback and agreement on draft evidence (GRADE evidence profile) prepared by the Chair and the methods editor based on the systematic review.
3. At the recommendation formulation phase with discussion, feedback and agreement on draft recommendations and other content underlying the recommendation (e.g. GRADE SoF-table, key information, rationale, practical advice).

Following the last teleconference the final version of the recommendations is circulated by e-mail specifically requesting feedback from all panel members to document agreement before submission to *The BMJ*. Additional teleconferences are arranged as needed.

How we move from research findings to recommendations

What information is considered?

The panel considers best current evidence from available research. Beyond systematic reviews - performed in the context of the *BMJ* Rapid Recommendations - the panel may also include a number of other research papers to further inform the recommendations.

How is a trustworthy guideline made?

The Institute of Medicine (IOM)'s guidance on how trustworthy guidelines should be developed and articulated key standards as outlined in the table below.¹ The standards are similar to those developed by the Guideline International Network (G-I-N).² These standards have been widely adopted by the international guideline community. Peer reviewers of the recommendation article are asked whether they found the guideline trustworthy (in accordance with IOM standards). The table below lays out how we hope to meet the standards for our rapid recommendations:

1. Establishing transparency "The processes by which a CPG is developed and funded should be detailed explicitly and should be detailed explicitly and publicly accessible"*
<ul style="list-style-type: none">• This method is available and published as a supplementary file as well as in MAGICapp where all recommendations and underlying content is available.• We ask the peer-reviewers to judge whether the guidance is trustworthy and will respond to concerns raised.
2. Managing conflicts of interest "Prior to selection of the guideline development group, individuals being considered for membership should declare all interests and activities potentially resulting in COI with development group activity....",
<ul style="list-style-type: none">• Interests of each panel member are declared prior to involvement and published with the rapid recommendations• No one with any potential financial interests in the past three years, or forthcoming 12 months will participate - as judged by the panel chair and <i>The BMJ</i>• No more than two panel members have declared an intellectual conflict of interest. Such conflicts include having taken a position on the issue for example by a written an editorial, commentary, or conflicts related to performing a primary research study or written a prior systematic review on the topic.• The Chair must have methods expertise, a clinical background and no financial or intellectual interests.• Funders and pharmaceutical companies have no role in these recommendations.
3. Guideline Development Group Composition "The guideline development group should be multidisciplinary and balanced, comprising a variety of methodological experts and clinicians, a variety of methodological experts and clinicians, and populations expected to be affected by the CPG"
<ul style="list-style-type: none">• <i>The Rapid Recommendations</i> group will aim to include representation from most or every major geographic region in the world, with specific efforts made to achieve gender-balance.• We will facilitate patient and public involvement by including patient experience, via patient-representatives and systematic reviews addressing values and preferences to guide outcome choices and relative weights of each outcome, where available.

- Patient-representatives will be given priority during panel meetings and will have an explicit role in vetting the panel's judgements of values and preferences.

4. Clinical Practice Guideline–Systematic Review Intersection

"CPG developers should use systematic reviews that meet standards set by the IOM. Guideline development group and systematic review team should interact regarding the scope, approach, and output of both processes".

- Each rapid recommendation will be based on one or more high-quality SRs either developed and published in parallel with our *BMJ* Rapid Recommendations or produced by other authors and available at the time of making the recommendation.
- The recommendation panel and SR teams will interact, with up to three members participating in both teams to facilitate communication and continuity in the process.

5. Establishing Evidence Foundations for and Rating Strength of Recommendations

"For each recommendation: explain underlying reasoning, including a clear description of of potential benefits and harms, a summary of relevant available evidence and description of the quality, explain the part played by values, opinion, theory, and clinical experience in deriving the recommendation, "provide rating of strength of recommendations"

- The GRADE approach will provide the framework for establishing evidence foundations and rating strength of recommendations.⁶ For each recommendation systematic and transparent assessments are made across the following key factors:
 - Absolute benefit and harms for all patient-important outcomes through structured evidence summaries (e.g. GRADE Summary of Findings tables)⁴
 - Quality of the evidence⁷
 - Values and preferences of patients
 - Resources and other considerations (e.g. feasibility, applicability, equity)
- Each outcome will - if data are available through systematic reviews - include an effect estimate and confidence interval, with a measure of certainty in the evidence, as presented in Summary of Findings tables. If such data are not available narrative summaries will be provided.
- A summary of the underlying reasoning and all additional information (e.g. key factors, practical advice, references) will be available online in an interactive format at www.magicapp.org. This summary will include descriptions of how theory (e.g. pathophysiology) and clinical experience played into the evidence assessment and recommendation development.
- Recommendations will be rated either weak or strong, as defined by GRADE.⁸
- If the panel members disagree regarding evidence assessment or strength of recommendations, we will follow a structured consensus process customized to the GRADE system and report any final differences in opinion, with their rationale, in the online supplement and online at www.magicapp.org.

6. Articulation of recommendations

"Recommendations should be articulated in a standardized form detailing precisely what the recommended action is, and under what circumstances it should be performed, and so that compliance with the recommendation(s) can be evaluated"

- Each recommendation will appear at the top of the guideline infographic, published in *The BMJ*, and will be available in standardised formats in MAGICapp, articulated to be actionable based on best current evidence on presentation formats of guidelines.⁹
- There will be a statement included in each summary article in *The BMJ* and in the

<p>MAGICapp that these are recommendations to provide clinicians with guidance. They do not form a mandate of action and should be contextualised in the healthcare system a clinician's works in, and or with an individual patient.</p>
<p>7. External review "External reviewers should comprise a full spectrum of relevant stakeholders....., authorship should be kept confidential....., all reviewer comments should be considered....a rationale for modifying or not should be recorded in writing.... a draft of the recommendation should be made available to general public for comment.."</p>
<ul style="list-style-type: none"> • At least two external peer-reviewers and one patient reviewer will review the article for <i>The BMJ</i> and provide open peer review. Each will have access to all the information in the package. They will be asked for general feedback as well as to make an overall judgement on whether they view the guidelines as trustworthy • A <i>BMJ</i> series adviser with methodological and/or statistical expertise will review the <i>BMJ</i> Rapid Recommendations publication and the systematic reviews. • The <i>Rapid Recommendations</i> panel will be asked to read and respond to the peer review comments and make amendments where they judge reasonable. • The <i>BMJ</i> and <i>Rapid Recommendations</i> executive team may, on a case-by-case basis, choose to invite key organizations, agencies, or patient/public representatives to provide and submit public peer-review. • There will be post-publication public review process through which people can provide comments and feedback through MAGICapp (or through <i>The BMJ</i>). The Chair will, on behalf of panel authors, aim to respond to each publicly-available peer-review within 30 days, for a period of six months after publication.
<p>8. Updating "The date for publication, systematic review and proposed date for future review should be documented, the literature should be monitored regularly and the recommendation should be updated when warranted by new evidence"</p>
<ul style="list-style-type: none"> • The <i>Rapid Recommendations</i> panel will, through monitoring of new research evidence for published <i>BMJ</i> Rapid Recommendations, aim to provide updates of the recommendations in situations in which the evidence suggests a change in practice. These updates will be initially performed in MAGICapp and submitted to <i>The BMJ</i> for consideration of publication of a new Rapid Recommendation.

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