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**Cancer Australia**

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# The ADAPTE Framework

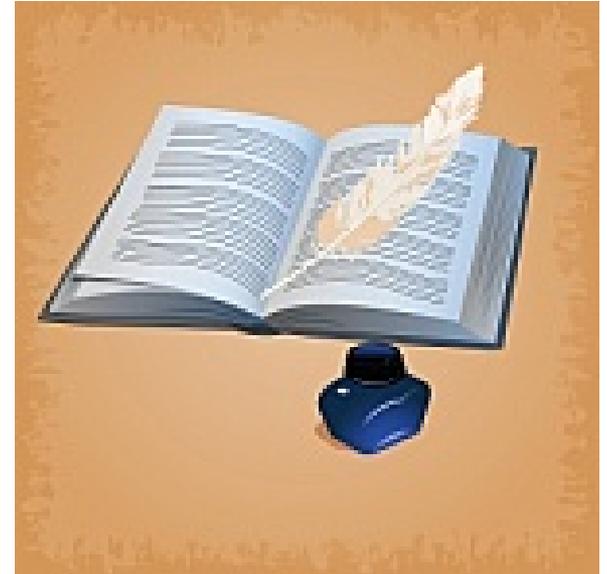
- is a systematic approach to considering the use and/or modification of a guideline(s) produced in one cultural and organisational setting for application in a different context
- was developed by a group of international experts from 2005-2007 and refined after consultation in 2009
- Reference: ADAPTE [www.adapte.org](http://www.adapte.org)





# Aim

- to describe the experiences of using the ADAPTE framework for the development of a Guide entitled “Investigating Symptoms in Lung Cancer – a *Guide* for General Practitioners





# Method

- The research team undertook and completed the three phases of the ADAPTE process with the input and guidance of:
  - an Expert Advisory Panel (EAP) and
  - a project Steering Group (SG)
- During the process, a log of ‘lessons learned’ was kept:
  - identifying the challenges encountered and
  - recording the solutions devised to address these challenges and possible improvements / amendments to the process



# The ADAPTE Process

Phases	Modules	Steps and Tools
1. Set up	1. Preparation module	Steps 1-6 / Tools 1-5
2. Adaptation	1. Scope and purpose module	Step 7
	2. Search and screen module	Steps 8-10 / Tools 6-11
	3. Assessment module	Steps 11-15 / Tools 11-12
	4. Decide and selection module	Steps 16,17
	5. Customization module	Step 18 / Tools 13-16
3. Finalisation	1. External review and acknowledgement module	Steps 19-22 / Tool 17
	2. Aftercare planning module	Step 23 / Tool 18
	3. Final production module	Step 24



# Phase 1 - Set Up

**Includes 1 Module with 6 steps using Tools 1-5**

## Preparation module

Step 1 - Check whether adaptation is feasible

Step 2 - Establish an organizing committee

Step 3 - Select a guideline topic

Step 4 - Identify skills and resources needed

Step 5 - Complete tasks for the set-up phase

Step 6 - Write adaptation plan

1. Guideline development and implementation resources
2. Search sources and strategies
3. Sample Declaration of Conflict of Interest
4. Consensus Process Resources
5. Work Plan example



# Reflections – Phase 1 - Set up

## Reflection 1

(Steps 1-6 Preparation module )

- As currently written, the ADAPT framework does not acknowledge that components of the set up phase may be occurring as a separate process by guideline development groups
- The project was set up as a tender process whereby a decision about the guideline topic was determined by the project sponsor
- Other steps, such as identifying necessary resources, skills and whether adaptation is feasible were considered by the project team upon submitting the tender

## Revision

- The order of steps was changed in response to the content of the tender and contract



# Phase 2 - Adaptation

**Includes 5 Modules with 12 Steps using Tools 6-16**

## 2.1 Scope and Purpose

Step 7 - determine the health questions

## 2.2 Search and Screen Module

Steps 8-10 - screen for guidelines and documents, screen retrieved documents and reduce the number of guidelines

## 2.3 Assessment module

Steps 11-15 - assess guidelines for quality, currency, content, consistency, acceptability and applicability

## 2.4 Decision and Selection module

Steps 16,17 - review assessments and select guidelines to create adapted guideline

## 2.5 Customization module

Step 18 – prepare draft adapted guideline

6. PIPOH (Population, Interventions, Professionals, Outcomes, Health)
7. Table for summarizing guideline characteristics
8. Table for summarizing guideline content
9. AGREE instrument
10. AGREE inter-rater agreement spreadsheet
11. Sample currency survey of guideline developers
12. Sample recommendation matrix
13. Evaluation sheet – search and selection of evidence
14. Evaluation sheet scientific validity of guidelines
15. Evaluation sheet acceptability /applicability
16. Checklist of adapted guideline content



# Lessons learned – Phase 2 - Adaptation

## Reflection 2

(Step 7) – Scope and purpose module ) where a guideline is commissioned by project sponsors, the scope and purpose may be pre-determined by the project sponsors.

## Revision

Scope and purpose were pre-defined by the project sponsors, the guideline development group refined the health questions via free discussion

## Reflection 3

(Steps 8-10 – Search and screen module) Aspects of the assessment module can be included in the search and screen module to enable earlier assessment of guideline quality thus reducing the number of guidelines that require detailed assessment

## Revision

Tool 7 was revised to include 2 additional columns: ‘search method used by guideline’ and ‘levels of evidence’



# Lessons learned – Phase 2 - Adaptation

## Reflection 4

(Step 11-15 Assessment module)

- Lack of defined quality rating on the AGREE instrument challenged less experienced groups to delineate high quality guidelines
- The requirement to assess guideline currency difficult to achieve because of low level of response from guideline developers
- Tool 14 was difficult to complete because details of search strategy for each question were not always included in published literature
- Items in Tool 12 and 15 were found to overlap considerably

## Revision

- Tool 11 revised to include the search date
- Tool 12 combined with Tool 15 to expedite discussion
- Guideline currency assessed by searching for updates of each guideline, whether published or in development
- Guidelines that did not include search strategy were not recommended for further consideration



# Lessons learned – Phase 2 - Adaptation

## Reflection 5

(Steps 16,17 Decide and selection module)

- Methodological assessment, first of guidelines then of individual recommendations, facilitated decision making by the guideline development group in the decision and selection module
- The subjective nature of assessments by guideline development group may impact on the final guideline

## Revision

- Guideline development group individuals new to the work were briefed on preceding decisions

## Reflection 6

(Step 18 – (customization module)

- Tool 16 provided a checklist and can also be used to inform the layout of the guidance material

## Revision

- Tool 16 was used to structure the content areas of the final draft of the guide



## Phase 3 - Finalisation

### Includes 3 Modules and 6 Steps using tools 17-18

#### 3.1 External Review & Acknowledgement

Step 19 - External review

Step 20 - Consult with endorsement bodies

Step 21 - Consult with source guideline developers

Step 22 - Acknowledge source documents

#### 3.2 Aftercare Planning Module

Step 23 - Plan for aftercare of the adapted guideline

#### 3.3 Final Production

Step 24 - Produce final guidance document

17. Sample external review surveys

18. Table for reporting on results of update process



# Lessons learned – Phase 3 - Finalization

## Reflection 7

(Steps 19-22 External review and acknowledgment)

- Tool 17 was found to be too lengthy for the target group
- The external consultation process could incorporate items about implementation of the guideline
- Few guide developers responded to requests for information
- The external process can be used to facilitate seeking endorsement from professional bodies

## Revision

- The external template was condensed by the guideline development group
- The consultation process was used to seek advice from users about avenues for dissemination and marketing of the guide
- A request for endorsement by RACGP was undertaken simultaneously with the release of the draft document for external review



# Lessons learned – Phase 3 - Finalization

## Reflection 8

(Step 23 Aftercare planning module)

- ADAPTE assumes that guideline development groups can determine scheduled review of the guide

## Review

- A planning schedule for review and update was determined by project sponsors rather than guideline development group members

## Reflection 9

(Step 24 – Final production module)

- Guideline production requires specific skills separate to guideline development
- The majority of this work was carried out by project sponsors working outside the ADAPTE framework, thus unlikely to be undertaken by the guideline development group

## Review

- When revision was required to the developed guide, project sponsors conveyed information about changes to the guideline development group and requested individual feedback
- Final authorization of the material was given by the project sponsors



# General reflections and revisions

## Reflection 10.

- Limited guidance about cost or time involved in guideline adaptation versus *de novo* development

## Revision

- Activities at meetings were revised and additional teleconferences were scheduled to ensure all steps were addressed at meetings within the project timeline

## Reflection 11.

- While ADAPTE does specify skills and organizational requirements, descriptions do not offer sufficient details including the complexity of the process

## Revision

- External expertise was sought to assist

## Reflection 12.

- ADAPTE assumes all aspects of development are undertaken by the guideline development group, however the expertise and time required were not within the capacity of guideline development group members

## Revision

- tasks were undertaken by the project team who presented recommendations to the guideline development group for discussion and ratification at each meeting



# Conclusions

- Our evaluation of the utility and feasibility of the ADAPTE process to develop a new guideline responds to a call for users experiences
- Recommendations for improvements to the ADAPTE process will be disseminated via conference presentations and submissions to peer reviewed journals for publication

