

Peripheral Nerve Society Internal and External Guideline Endorsement Policy

The Peripheral Nerve Society (PNS) develops guidelines for peripheral nerve disorders, often in collaboration with other organizations (e.g., the European Academy of Neurology). When possible, these guidelines should be based upon the GRADE methodology (Grading of Recommendations Assessment, Development and Evaluation, <https://www.gradeworkinggroup.org>). In addition, we acknowledge that many organizations are producing high quality guidelines that would benefit the PNS membership. The PNS is committed to evaluating and sharing these documents with its members. There is a process of PNS endorsement of products represented below. The primary criteria the PNS uses to assess guidelines submitted for endorsement is the quality of the process used to develop the document. This includes an assessment of the use of evidence, of the quality and certainty degree of evidence, and the appropriate linkage to the decisions, either recommendations or good practice points. Endorsement cannot be guaranteed.

Documents that fulfill the criteria listed below are eligible for PNS endorsement/approval.

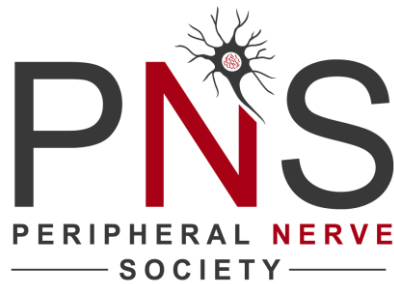
- Comprehensive and systematic review of the literature
- Appropriate methodology to evaluate the quality of study design and interpretation of results
- Decisions based on the certainty degree of evidence

Internal guidelines.

The PNS encourages its members to propose guidelines.

Proposal of new guidelines or guideline updates. The request for developing novel guidelines or revising existing ones should be addressed either to the PNS Board, which will ask the opinion of the PNS Guidelines Committee, or to the PNS Guidelines Committee itself, which will evaluate the proposal before approval by the Board. The proposal should include a proposed budget. The Board will determine the extent of guideline funding. The PNS Guidelines Committee's tasks include identification of topics requiring guidelines, identification of taskforce leaders, support to the development of a taskforce, and collaboration with other scientific organizations and patient advocacy organizations.

Approval of finalized new/updated guidelines. Requests for final approval by the task force preparing the guideline should be addressed to the PNS Guidelines Committee, directly or through the PNS Board. The Committee will seek input from 1-3 PNS topic experts (who can be part of the PNS Guidelines Committee)



to evaluate the guideline and to provide feedback. The PNS Guidelines Committee will give final advice to the PNS Board which will take the final decision about guideline approval.

This procedure will be followed for guidelines entirely developed by the PNS and also for those developed in a joint effort with other societies (e.g. the EAN).

Publication and dissemination. New/updated guidelines developed by the PNS are published in the JPNS. When they are developed in a joint production effort with another Society, such as the EAN, the guidelines may be co-published in the two Society journals. Presentation of new/updated guidelines at medical/scientific meetings, including the PNS meeting, is strongly encouraged.

External guidelines.

The PNS encourages other organizations to inform the PNS of their intent to develop guidelines and to request collaboration and/or endorsement of newly developed guidelines. Requests of endorsement should be addressed to the PNS Guidelines Committee, directly or through the PNS Board. It will require an appropriate amount of time for PNS guideline reviewers to review the document, provide comments and discussion of the document before approval of endorsement. Upon receipt of a request for endorsement, the PNS Guidelines Committee will undertake a screening review of the guideline for interest and priority. If accepted for further review, the PNS will seek input from a panel of up to 3 PNS topic experts to provide feedback. The results will be reviewed, and advice for/against endorsement will be made. A written response will be sent to the organization requesting endorsement. The PNS response must be approved by the PNS Board. It requires at least six weeks for the PNS to endorse guidelines.

In the case of guidelines pertaining to peripheral nervous disorders, that are developed by other organizations, PNS recommends that members of the PNS participate in these efforts with the goal of multidisciplinary input. The PNS Guidelines Committee requests notification from PNS members of participation in other national or international guideline development to maintain PNS records. Documents submitted for PNS endorsement should be emailed to info@PNSociety.com.

Existing and novel guidelines dissemination.

The PNS Guidelines Committee performs on an annual basis a survey of existing guidelines of interest to the PNS for dissemination among PNS membership. The committee performs a triage of existing guidelines selecting those that are relevant to the PNS community. The selected guidelines will be listed on the website to favor and encourage their knowledge and use