

Revised TSANZ Document Development

Information Sheet

Starting from 2024, there will be an annual open call for proposal submissions for TSANZ Clinical Practice Guidelines and Position Papers, which include both new documents and updates of existing documents. The annual open call will open at the beginning of July and close at the end of August each year. There may be a specific priority call for each round of open calls.

1. Who can submit a proposal for TSANZ Clinical Practice Guidelines and Position Papers?

All TSANZ ordinary members are welcome to submit a proposal. Submissions by a TSANZ associate member will need to be supported by a TSANZ ordinary member.

2. What are the types of TSANZ documents?

Currently, there are two types of TSANZ documents - Clinical Practice Guidelines and Position Papers. Please refer to the "PROPOSING A NEW TSANZ DOCUMENT" for details of each document type.

3. How many proposals will be selected for each round of open call?

The number of successful proposals will vary from year to year. For 2024, up to three proposals will be selected.

4. How would the proposals be selected?

The proposals will be reviewed by CCRS and content expert reviewers and scored based on the 4 categories: Relevance, Methodology and proposed committee, Project scope and feasibility, and TSANZ need assessment.

5. How would the working party be formed with the new process?

Under the new process, each proposal will include a list of proposed memberships, which will be reviewed and scored to ensure balanced representation as detailed in the "PROPOSING A NEW TSANZ DOCUMENT". Successful proposals may be asked to change the proposed memberships to ensure strict adherence to the requirements. Failure to do so may result in project termination.

While there will be no Expression of Interest calls for specific working party participation, there will be an open call between April and July 2024 for members who are interested to participate in TSANZ documents. A database of interested members will be developed for CCRS to nominate and allocate suitable candidates to fill the gaps identified in the proposed memberships for successful proposals.

For proposals of updating TSANZ documents, it is encouraged to include both members from the previous working party (50%) and new members (50%) to allow continuity as well as new perspectives.

6. What is the process for updating TSANZ documents?

Proposals for updating TSANZ documents need to be submitted during the open calls and will be assessed alongside proposals for new TSANZ documents using the same criteria for consideration of their priority.

Please note that the process for TSANZ document development, publication, and dissemination has evolved over time. All newly developed TSANZ documents, including updates of previous documents, will need to comply with the current process.

7. What is the process for urgent areas?

TSANZ may identify urgent areas or topics for out-of-session commissioned documents. The nominated topics will be reviewed and discussed by the TSANZ President and CCRS Chair for commissioning documents

through an expedited process with appointed leads. Please refer to the TSANZ Clinical Document Development Process, Publications, and Endorsement Policy for further information.

If you require further information, please refer your enquiries to clinical@thoracic.org.au or ring +61 2 9222 6206.