The ACCORD checklist for reporting consensus:
a practical writing exercise

Patricia Logullo,[1] Niall Harrison[2]

[1]Centre for Statistics in Medicine, University of Oxford, and EQUATOR Network UK Centre, Oxford, UK; [2]OPEN Health Communications, Marlow, UK

Wednesday 20 September 2023
15:15 – 16:00
Conference Room 7
Abstract 110

Today's objectives

1. Discuss the importance of good reporting of consensus studies
2. Introduce ACCORD
3. Practice using ACCORD
4. Obtain feedback on ACCORD

Introduction

Patricia Logullo and Niall Harrison

15 minutes

ACCORD
Accurate Consensus Reporting Document

How many of you have experience with …

Consensus methods?

Reporting guidelines?

Consensus: why?

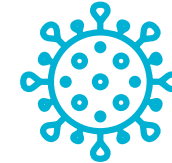When evidence is limited, you need consensus to decide what to do:

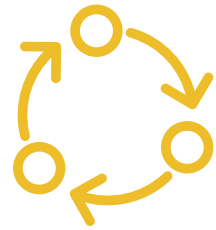| How to treat (interventions) - CPGs | What to treat/ study (outcomes) - COS | Priorities (service, health economy) | Patients' perspectives | Disease classification | Formulating policy |

Consensus methods

- There is no gold standard – impossible to do it wrong – but there are many methods

Delphi

RAND/UCLA

Nominal group technique

Meetings and conferences

Choosing a consensus method

Anonymity?

Time for expression?

Forcing agreement?

Preparation?

Mediation?

Iteration?

Different methods balance different advantages and disadvantages

ACCORD
Accurate Consensus Reporting Document

Report how you did it!

Who participated?

How many people participated?

How did they vote / express their views?

How did you summarise their views?

… and more!

Developing a reporting guideline

STROBE

Statement + Checklist
Explanation & elaboration document (E&E)

ACCORD: objective

- A <u>reporting</u> guideline relevant for …
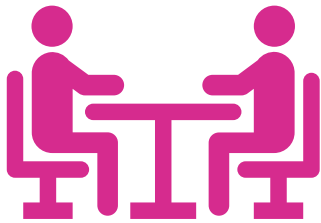
All types of
consensus methods

All areas of health
research

Researchers anywhere
in the world

ACCORD: steering committee

Will Gattrell
Bristol Myers Squibb

Niall Harrison
OPEN Health

Patricia Logullo
University of Oxford and EQUATOR

Esther J. van Zuuren
Leiden University Medical Centre

Amy Price
*Stanford School of Medicine
Patient Editor, BMJ*
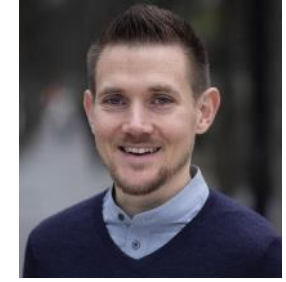
Paul Blazey
University of British Columbia, Vancouver, Canada

Christopher C. Winchester
Oxford PharmaGenesis

David Tovey
Journal of Clinical Epidemiology

Keith Goldman
AbbVie

Amrit Pali Hungin
University of Newcastle

Ellen L. Hughes
OPEN Health

ACCORD: initial publications

Protocol guiding process[1]

Systematic review informing preliminary checklist[2]

1. Gattrell WT, et al. Res Integr Peer Rev. 2022;7(1):3. Epub 20220607
2. van Zuuren EJ, et al. BMJ Open. 2022;12(9):e065154. Epub 20220908.

ACCORD: checklist submitted for peer review

Title:
1 item

Methods:
21 items

Discussion:
2 items

Introduction:
3 items

Results:
5 items

Other:
3 items

Today's exercise

National Society of Xology

Read the study scenario provided (handout)

In pairs, using ACCORD items M3 and M4, write sentences reporting panelist identification and recruitment

Email your reporting to niallharrison@ openhealthgroup.com for review and discussion

ACCORD
Accurate Consensus Reporting Document

Important note!

The scenario might not contain all of the information you need to fully report the item.

If you think additional information is needed, invent the detail and include it in your reporting.

ACCORD
Accurate Consensus Reporting Document

Writing time

15 minutes

ACCORD
Accurate Consensus Reporting Document

Evaluation and discussion

15 minutes

ACCORD
Accurate Consensus Reporting Document

Your proposals!

- [To be added during the workshop]

Our proposal – M3

- **M3. Explain the criteria for panellist inclusion and the rationale for panellist numbers. State who was responsible for panellist selection.**

The Steering Committee appointed by the National Society of Xology was responsible for identifying panellists. Individuals were invited from five groups identified by the Society as key stakeholders in the management of disease X: clinicians, researchers, patients, carers, and policymakers. The aim was to include at least 5 representatives from each group

- ✓ Criteria – stakeholders in disease management
- ✓ Rationale for numbers – five groups, aimed for 5 representatives from each
- ✓ Who was responsible – the Steering Committee

Our proposal – M4

- **M4. Describe the recruitment process (how panellists were invited to participate).**
  - Include communication/advertisement method(s) and locations, numbers of invitations sent, and whether there was centralised oversight of invitations or if panellists were asked/allowed to suggest other members of the panel.

Prospective panellists were identified from the Society membership list and invited directly by email by the Society. There was no general advertisement. In total 50 invitations were sent. If a prospective panellist declined, they were asked if they could recommend a potential replacement; the qualifications of potential replacements were reviewed by the Society before they were invited.

- ✓ How panellists were identified – Society membership list
- ✓ How panellists were invited – by email
- ✓ Who invited them – the Society
- ✓ How many invitations were sent – 50
- ✓ Was there wider advertisement – no
- ✓ Were panellists allowed to suggest replacements – yes

ACCORD
Accurate Consensus Reporting Document

Discussion questions

- Why it is important to describe the criteria for panelist selection?
- Did the reporting guidance help you?
- Was this asking for more information than you would have provided in the past?
- Were any aspects of reporting this information challenging?
- Are you currently involved in a consensus study and able to help pilot the full checklist?

ACCORD
Accurate Consensus Reporting Document