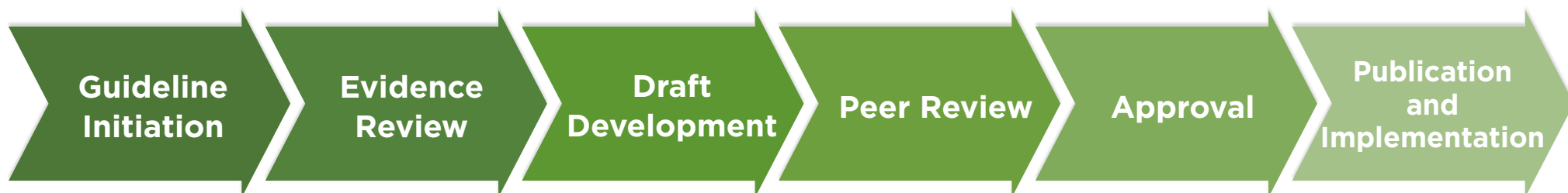


ASTRO Guideline Development Process Overview



Topic selection:

The GLSC oversees topic selection with suggestions from various outlets

Proposal:

Project topic and KQs are reviewed and approved by ASTRO CAQC and Board

Panel selection:

Affected company category list is determined, chairs and member nominees vetted; societies invited, and their representatives nominated

Disclosure review:

Nominee disclosures are vetted for potential COI based on affected company list

Kick-off call:

Official start to the development process

Key questions:

KQs are refined by the full panel

Search protocol:

Search strategy is drafted, preliminary searches performed and the strategy modified as needed

Systematic literature review is performed:

1. Titles are screened
2. Abstracts are dual-screened based on inclusion and exclusion criteria
3. Full-text articles are reviewed
4. Data is abstracted from the relevant articles

Evidence tables:

Abstracted data from relevant articles is used to populate evidence tables

Analysis:

Evidence table data reviewed and analyzed by KQ work groups

Evidence presentation:

KQ work groups summarize the body of evidence to inform the QoE rating

Drafting recommendations:

1. Recommendations are drafted for discussion and modified as needed
2. The strength of recommendations and QoE are determined

Supportive text:

Text is drafted to support and explain recommendations. The body of evidence and key studies are summarized and linked to the evidence tables

Consensus:

Recommendations are voted on via confidential ballot; if modified, they are re-surveyed

Official peer review:

The draft guideline is reviewed by the GLSC; official peer reviewers nominated by ASTRO and participating societies; legal counsel and internal staff

Public comment:

The draft is also posted for public comment for broader distribution and comment

Comment adjudication:

All comments are responded to and the draft modified as needed

Final consensus survey:

The final draft is modified as needed; changed recommendations are re-surveyed and the panel approves the final document

Multiple layers of approval:

1. GLSC
2. CAQC
3. ASTRO's Board
4. Other partner societies

Disclosure review:

Panel members update or confirm their disclosures for publication

Draft submission:

The approved guideline is submitted to the journal; edits are made as appropriate

Endorsements:

The approved guideline is sent to participating societies for endorsement consideration

Acceptance:

Once accepted, the guideline is typeset and published in the journal; and then posted on ASTRO's website

Implementation:

Complementary dissemination materials are developed and promoted, as appropriate.