

## Guidelines Task Force SOP for Supporting/Recommending ASPN Members for Service on Clinical Practice Guideline Work Groups

### Rationale

National and international clinical practice guidelines have become commonplace to define a basic standard of care for patients with kidney disease. Many guidelines have had relatively little (or in some cases, no) pediatric nephrologist representation to adequately address the specific needs of children with kidney disease. ASPN's role is crucial to develop a process to fill this gap. The aim of this SOP is to outline an explicit standardized mechanism with respect to:

- 1) The approach regarding supporting ASPN members' participation in guideline development groups when requested.
- 2) Mechanism for recommending ASPN participants in guideline groups when asked.

### Process

- 1) When either a community wide or direct invitation to ASPN for a CPG Work Group nomination/recommendation is made, the Guideline Task Force will review the request and determine if pediatric nephrology participation is warranted. The Task Force may determine:
  - a. Sufficient data exist to warrant a separate pediatric guideline work group for development of independent pediatric specific guidelines. In that case, the Task Force, in conjunction with ASPN Council, will make a request to the guideline development organization (e.g., KDIGO) for an independent pediatric work group
  - b. Integration of pediatric nephrologists within the overall CPG Work Group is appropriate
  - c. Integration of a single pediatric nephrologist within the overall CPG work group is insufficient. In that case, the Task Force will advise Council to write to the sponsoring organization to recommend an increase in the number of pediatric nephrologists involved.
  - d. Pediatric nephrology representation is not warranted for the particular CPG
- 2) If the Task Force determines that pediatric nephrologist participation, either in the form of a separate CPG Work Group or integrated as part of an overall CPG Work Group is appropriate, the TF will:
  - a. Work with ASPN Clinical Affairs and Research Committees to identify the appropriate clinical experts from among the Membership to serve. Qualifications for participation will include at least one of the following:
    - i. National recognition of expertise in the field based on publications
    - ii. Service on related organizations (e.g., ESRD Network Medical Review Board membership for dialysis, UNOS participation for transplantation)
    - iii. Previous participation on an international/national CPG Work Group
    - iv. Relevant administrative experience (e.g., Medical Director of a Dialysis or Kidney Transplant program)
- 3) The slate of identified individuals will be submitted to ASPN Council.
- 4) ASPN Council will make the final selection for proposal as they may have also received nominations outside this process.
- 5) ASPN Council retains the responsibility for communicating the names of the selected individuals to the CPG development organization
- 6) ASPN Council will provide financial support for ASPN member participation in the CPG work group if the sponsoring organization requests this, so long as ASPN has financial resources to cover such costs.