

*Meeting Agenda*  
**Advisory Steering Committee (ASC)**  
**For Development of Clinical Treatment Guidelines**

**APA Headquarters**  
**750 First St NE, Washington, DC**

**Monday, December 13, 2010**

Meeting in SECOND Floor conference center (off elevator lobby)

8:30am          Breakfast available

9am              Meeting begins

- Welcome by Steve Hollon, PhD, ASC Chair
- Welcome by Steve Breckler, PhD and Katherine Nordal, PhD
  - Describe this group's charge
  - Present an overview of the goals of this project
- Two Rounds of introductions
  - Members introduce themselves (up to 10 mins each)
    - Brief background & interests
    - Experience with treatment guidelines
  - Chair leads group discussion regarding members' views of clinical treatment guidelines
    - Discuss perceived pros and cons of APA embarking on this path, CTGs generally
    - Vision for scope of guidelines
    - Goals for guideline development and promotion for APA
- Outcome/ product of discussion
  - Draft ideas to lead to possible "Statement of Operating Principles" or other framing documents

12:30pm          Lunch

1:30pm          Resume meeting

- Overview and discussion on Conflict of Interest (Nathalie Gilfoyle, about 1 hour or less)
  - Brief presentation about COI form to be signed
  - Discussion of both financial and intellectual COI

2:30pm          Tutorial on TeamSite

- Discuss and develop APA's overall process for clinical treatment GL development
  - Presentation and description of the staff working group's previous year's work and the resulting draft flow chart
  - Further develop the process/flow chart

5pm          Adjourn meeting for the day

6:30pm          *Dinner at Acadiana*

## **Tuesday, December 14, 2010**

Meeting on 4<sup>th</sup> floor in room 4054

8:30am Breakfast available

9am Meeting begins

- Review of progress
  - Follow up to yesterday's discussion, discuss any new/ emerging issues
- Controversial Issues Creating Treatment Guidelines
  - Discuss wide range of issues that are controversial in the creation of Treatment GLs (if group has not already discussed) such as implications for members, member reactions, consistency with existing policies, need for other additional APA policies, type and amount of research that is necessary/ sufficient, role of assessment, etc
  - Topic selection (criteria), drafter selection (criteria)
- Communication of APA's Treatment GL development to the field and beyond
  - External communications to psychology groups
  - External communications to broader public

12:30pm Lunch

1:30pm Resume meeting

- Resources
  - External funding, systematic reviews, necessary personnel, other
- Next Steps
  - Goal setting, anticipated products, timelines
    - Documents to Council of Representatives in August describing criteria for determining guidelines topics, selecting members of writing panels, evidence decision making standards, general operating procedures
  - Member assignments
  - Internal communication with ASC members and staff
    - Routine conference calls, emails, listserv, etc.
  - Team Site tutorial
  - Tentative date of next meeting
    - Early/ mid February
- Meeting Summary and Closing Comments

5pm Adjourn

## APA Policy Documents for Review

1. American Psychological Association (2006). Evidence-Based Practice in Psychology: APA Presidential Task Force on evidence-based practice. *American Psychologist*, 61, 271-285.  
<http://www.apapracticecentral.org/ce/courses/ebpstatement.pdf> (policy statement)
2. American Psychological Association (2007). Who cares about APA policy and does it have an impact? 2006 Annual report of the APA Policy & Planning Board. *American Psychologist*, 62, 491-503.
3. American Psychological Association (2002a). American Psychological Association policy in context: The development and evaluation of guidelines for professional practice. *American Psychologist*, 57, 1041-1047.
4. American Psychological Association (2002b). Criteria for practice guideline development and evaluation. *American Psychologist*, 57, 1048-1051.  
<http://www.apa.org/practice/guidelines/criteria.pdf>
5. American Psychological Association (2002b). Criteria for evaluating treatment guidelines. *American Psychologist*, 57, 1052-1059.  
<http://www.apa.org/practice/guidelines/evaluating.pdf>
  - Companion *Treatment Guideline Checklist*  
<http://www.apa.org/practice/guidelines/treatment-checklist.pdf>

## Other relevant “core” resources for Advisory Steering Committee

### ***Institute of Medicine (IOM)***

- IOM (2008). *Knowing What Works in Health Care: A Roadmap for the Nation*.  
[http://www.nap.edu/openbook.php?record\\_id=12038&page=1](http://www.nap.edu/openbook.php?record_id=12038&page=1)
  - Report Brief
  - Chapter 4- Systematic Review: The Central Link Between Evidence and Clinical Decision Making.
  - Chapter 5- Developing Trusted Clinical Practice Guidelines

### ***Other***

- GRADE (The Grading of Recommendations Assessment, Development and Evaluation)  
<http://www.gradeworkinggroup.org/>
- AGREE (Appraisal of Guidelines Research and Evaluation)  
<http://www.agreecollaboration.org/>