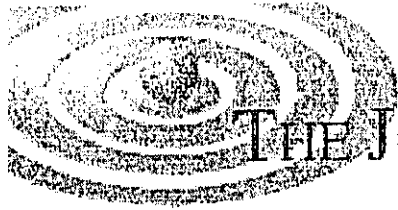


資料 1

2003年度 ジョアンナ・ブリグス研究所ならびに関連機関責任者合同会議議事録の一部



# THE JOANNA BRIGGS INSTITUTE

MINJBISPM/1/03

## Minutes

The first Strategic Planning Meeting for collaborating centre Directors and JBI Core Staff for 2003 was held at the University of Adelaide Council Chambers Room, Level 7 Wills Building, University of Adelaide, North Terrace, South Australia on Friday 21 February 2003.

The meeting commenced at 9.00 a.m.

### 1. Present:

Professor Alan Pearson (Chair), Mr Rick Wiechula, Dr Clare Collins, Professor Kaye Roberts, Professor Alison Tierney, Mr Craig Lockwood, Professor Toyooki Yamauchi, Professor Ratanawadee Chontawan, Dr Pikul Nantachaipan, Dr Tracy Bucknall, Dr Nick Allcock, Dr Bridie Kent, Professor Robin Watts, Dr Jeanette Robertson, Professor Anne Chang, Dr Susan Koch, Professor David Thompson, Professor Rhonda Griffiths, Mrs Anthea Court, Ms Amanda Roneberg

### 2. Secretariat

Mr Roy Sneddon

### 3. Apologies

Professor Judith Parker, Dr Ritin Fernandez, Professor Rhonda Nay, Professor Janita Chau, Professor Karen Grimmer

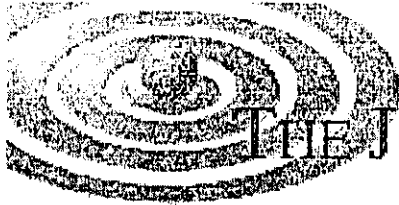
### 4. Introductory & Formal Business

#### 4.1. Minutes of the Previous Meeting MINJBISPM/1/02

##### 4.1.1 Amendments to the Minutes

It was noted

- a. That MINJBISPM/1/02 item 7.1.7.g. should read "That the Best Practice Sheet 'The Effectiveness of Solutions, Techniques and Pressure in Wound Cleansing', is in progress and is being reviewed by wound care experts".
- b. That MINJBISPM/1/02 item 7.1.7.i. should read "That the NSWCEBNM attained a research grant for Llewellyn G, Griffiths R, Quine S. (2002) Expectant mothers with intellectual disability: prenatal service use and birth outcomes. Health Research Trust Sydney South West \$20,000"



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- c. That MINJBISPM/1/02 item 7.1.9.e. second dot point should read "Intra operative warming therapies for preventing post operative complications - Cochrane in progress".

## 4.1.2 Approval of the Minutes

It was agreed

- a. That the minutes of the first Strategic Planning Meeting for 2002 for collaborating centre Directors and Core Staff held on Friday 14<sup>th</sup> June 2002 at the University of Adelaide Club, Adelaide South Australia be confirmed with the amendments noted above (Moved Professor Rhonda Griffiths, seconded Professor Robin Watts, carried unanimously).

## 4.1.3 Matters Arising from the Minutes MINJBISPM/1/02

It was noted

- a. That pursuant to MINJBISPM/1/02 item 5.1.1.f, the Operational Strategic Plan has been revised to clearly distinguish between components specific to South Australian Operations from those effecting the collaboration and that this document has been distributed to all collaborating centre Directors.
- b. That pursuant to MINJBISPM/1/02 items 5.1.1.g - 5.1.1.o, the first funding round for the distribution of JBI collaborating centre grants derived from corporate membership revenue has been completed and that the minutes of the sub committee meeting held on 30 October 2002 have been distributed.
- c. That pursuant to MINJBISPM/1/02 items 5.1.1.g - 5.1.1.o, Professor Rhonda Griffiths on behalf of the JBI grants sub committee advised that the meeting achieved several objectives including the structure of the committee meetings, the requirement that grants be approved on the basis of a peer reviewed protocol, and that the tighter grant approval/peer review process does not disadvantage any collaborating centre while ensuring both the quality and quantity of JBI output.
- d. That further to MINJBISPM/1/02 item 5.1.3.d. Professor Robin Watts has contacted Cutrin University Miri Sarawak campus regarding the possible establishment of a JBI collaborating centre in Malaysia, and that it has been recommended that Western Malaysia would be more suitable for a JBI collaborating centre (Professor Watts to pursue).
- e. That the clinical audit tool noted in MINJBISPM/1/02 item 7.1.11.l has not yet been developed.



MINJBISPM/1/03

## 5. General Business

### 5.1. Chairs Report

#### 5.1.1 Corporate membership

It was noted

- a. That corporate membership is continuing to grow with the vast majority of members renewing.
- b. That as at 04 February 2003, JBI corporate membership comprised 681 health care institutions, 11 educational institutions, 20 libraries and 508 individual subscribers.
- c. That of the 23 members who have not renewed, 11 are aged care and that this is attributed to the lack of aged care specific systematic reviews to date.
- d. That 3 of the New Zealand members listed as cancelled as at 04 February 2003 have since renewed their membership.
- e. That JBI Administration follows up corporate membership cancellations and that a renewal invitation and reminder process is commenced approximately two months prior to membership expiry.

It was agreed

- f. That JBI Administration would advise collaborating centres of cancelling/renewing members within each centre's jurisdiction.

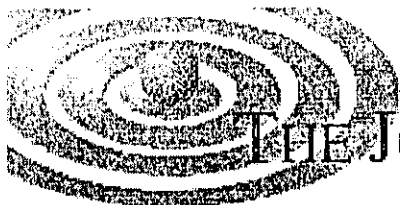
#### 5.1.2 Committee of Management

It was noted

- a. That the JBI Board of Management will now be referred to as the Committee of Management to clearly differentiate it from the RAH Board.
- b. That the Committee of Management met on 14 October 2002.
- c. SUMARI

It was noted

- (i) That the Committee of Management has authorised JBI to proceed with the development of the SUMARI software products.
- d. NICEBIRG



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It was noted

- (i) That NICEBIRG is meeting in Toronto Canada in June 2003 and that Professor Alan Pearson, Mr Rick Wiechula & Dr Leslye Long will represent JBI.
- (ii) That NICEBIRG will be meeting in Adelaide in 2004 and that this will be co-hosted by JBI and NICS.
- (iii) That a planning committee for the 2004 NICEBIRG meeting should be established and that Professor Rhonda Griffiths, Professor Robin Watts and Dr Tracy Bucknall have nominated to participate on this committee.
- (iv) That a multidisciplinary knowledge utilisation group (ref Dr Tracy Bucknall) will also be holding their meeting in the USA in mid 2004.

e. New Collaborating Centres

It was noted

- (i) That the Committee of Management has approved the new JBI collaborating centres in Thailand, Allied Health and Nutrition/Dietetics.
- (ii) That since the meeting of 14 October 2002, the Committee of Management has approved the new JBI collaborating centre in Nottingham.

f. 2001-2002 Annual Report

It was noted

- (i) That the Committee of Management approved the 2001-2002 Annual Report.

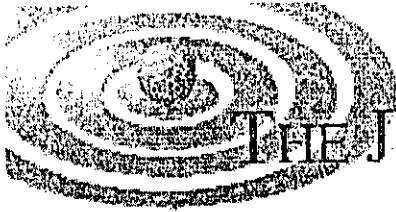
g. 2002-2003 Operating Budget

- (i) That the Committee of Management approved the 2002-2003 Operating Budget.

h. Strategic Planning

It was noted

- (i) That the Committee of Management believes that there is a need for JBI to develop new products and services and that these



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should be developed in conjunction with an approved business plan.

- (ii) That the Committee of Management believes that there is a need for JBI to develop a system for publishing third party reviews.
- (iii) That the Committee of Management believes that there is a need for JBI to develop a system to upgrade the quality of JBI reviews and publications.
- (iv) That the current Committee of Management is not regarded as being representative of the expanding global influence of JBI and that the Committee of Management will shortly be restructured.
- (v) That as part of the restructure process, a strategic planning meeting for the Committee of Management will be held, with an external facilitator being contracted to assist in the strategic planning process.
- (vi) That the revised Committee of Management shall be structured to provide JBI with a more pro-active, developmental and leading role (as opposed to the more administrative/overseer role of the previous committee).

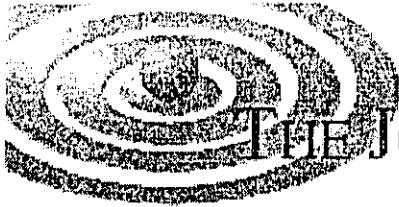
## It was agreed

- (vii) That the revised Committee of Management structure shall include a representative from the Committee of Centre Directors.

## i. Position of Executive Director

### It was noted

- (i) That the Committee of Management has appointed Professor Alan Pearson to the position of Executive Director JBI.
- (ii) That the position of Executive Director JBI is for a period of five years and may be extended for additional terms of five years.
- (iii) That the Executive Director JBI is subject to a performance appraisal process as detailed in the JBI Operational Guidelines.
- (iv) That the Executive Director is automatically on the Committee of Management but has no voting rights.
- (v) That JBI's role and focus will now be customer service, collaboration wide organisation/support and the development of new initiatives.



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j. Position of Director CENSA

It was noted

- (i) That the Committee of Management has appointed Professor Alison Tierney as the Director of the Centre for Evidence-based Nursing South Australia (CENSA).
- (ii) That the staff composition of CENSA has been previously advised to all Collaborating Centre Directors.
- (iii) That CENSA operates under its own budget and operational processes and is regarded as any other collaborating centre.
- (iv) That CENSA's jurisdiction is South Australia and that CENSA will provide a collaboration lead in the area of primary research.

**5.1.3 Roles and Responsibilities**

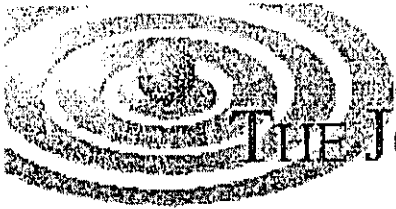
It was agreed

- a. That the roles and responsibilities of the Committee of Centre Directors are those related to making decisions regarding the agreed processes relevant to the collaboration.
- b. That the roles and responsibilities of the Committee of Management are those related to the decision-making processes of the business operations of JBI.
- c. That further discussion on the roles and responsibilities of the committees would be discussed as agenda items 3.1.1 and 3.1.2.

**5.1.4 New Collaborating Centres**

It was noted

- a. That the Thailand Centre for Evidence Based Nursing & Midwifery is now operational.
- b. That the Australian Centre for Evidence Based Nutrition and Dietetics is now operational.
- c. That the Australia Centre for Evidence Based Allied Health (Physiotherapy, Occupational Therapy, Medical Radiation and Podiatry) is now operational.
- d. That the Centre for Evidence-based Nursing South Australia is now operational.



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- e. That the collaborating centre at the University of Nottingham has now been approved and will be operational in 2003
- f. That negotiations are underway for a collaborating centre in Spain

## 6. Matters for Discussion

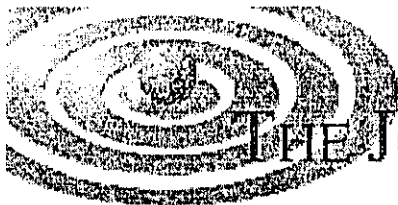
### 6.1. General Issues

#### 6.1.1 Definition of the Remit of the Committee of Centre Directors

##### It was agreed

- a. That due to time constraints, progress reports from collaborating centre Directors be distributed prior to the meetings and noted in the minutes, however that these reports will not be presented at the meeting.
- b. That any issues arising from the Centre Director's reports should become separate agenda items.
- c. That the committee's objectives shall be:
  - (i) To foster the aims of the Joanna Briggs Institute Collaboration.
  - (ii) To foster collaboration between the Institute and the Centres.
  - (iii) To consider and adopt common approaches to the comprehensive systematic review of evidence and the generation, translation, transfer and utilisation of knowledge in clinical practice.
  - (iv) To develop of relevant collaborative research programs across the collaboration.
- d. That the structure of the committee shall be:
  - (i) The Executive Director (Chair).
  - (ii) The Director of Operations.
  - (iii) All Centre Directors.
  - (iv) All JBI coordinators and project officers and Deputy Directors of Centres will have right of attendance and debate.
- e. That the Committee will meet a minimum of twice yearly.
- f. That the responsibilities of the committee shall be:





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- (i) To provide advice to The Executive Director on all matters regarding the operations of the Institute.
- (ii) To plan for, and ensure, collaborative activities particularly in the review, translation, dissemination and utilisation of evidence by the Institute.
- (iii) To provide advice to achieve the agreed objectives of the Institute.
- (iv) To provide the decision-making processes of matters relating to the collaboration as a whole (as opposed to the business operations of JBI which are the responsibility of the Committee of Management).
- (v) To provide a representative for the Committee of Management.

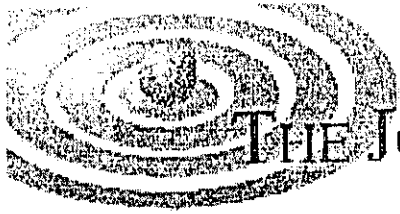
## 6.1.2 The Management of JBI revenue

*The Australian Centre for Evidence Based Aged Care has requested that the Committee of Directors consider revising the funding formula to reflect membership of each centre and include three components as follows:*

- *base funding to assist establishment and continuity of support staffing of Centres;*
- *funding of agreed number of systematic reviews - depending on membership numbers;*
- *competitive funding for special projects and linked to KPI's; and*
- *that the Committee of Directors consider that JBI be requested to reconsider the current funding split between JBI and Centres and to ensure transparency in the justification of any split of capitation fees.*

### It was noted

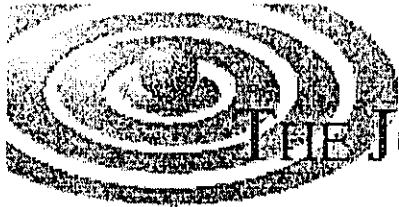
- a. That following the endorsement of the 2002 Strategic Plan by the Committee of Directors at its meeting on 14 June 2002, the following were resolved:
- b. That the corporate membership fee distribution model described in the Operational Strategic Plan detailed in JBISPM/1/02 attachment 19 should be trialed for one year commencing 01 July 2002 and that the available funding pool shall comprise of 50% of the total Corporate Membership Fees received by JBI from all Corporate Members (Hospital, Nursing Home and Community Health Categories) in the preceding financial year;



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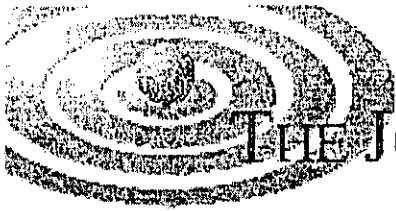
- c. That the corporate membership fee distribution model described in the Operational Strategic Plan detailed in JBISPM/1/02 attachment 19 should be revised to include one return economy class airfare to Adelaide per year for each Collaborating Centre Director to attend JBI Collaborating Centre Director meetings and that the total cost of these airfares will be deducted from the pool of corporate membership funds allocated for distribution to Collaborating Centres;
- d. That Collaborating Centre Directors are expected to attend at least two JBI Collaborating Centre Director meetings and that all airfares and expenses not provided from the pool of corporate membership funds mentioned above are the responsibility of each Collaborating Centre Director;
- e. That Collaborating Centres as independent entities are responsible for sourcing additional funding from State and Commonwealth Governments, research funding bodies, workshops, consultancies and other funding sources outside of the corporate membership fee distribution model described in the Operational Strategic Plan detailed in JBISPM/1/02 attachment 19 and that all such independently sourced revenue shall be retained by said Collaborating Centre;
- f. That the Director shall provide the Collaborating Centre Directors with a written schedule outlining the funding available through the corporate membership fee distribution model described in the Operational Strategic Plan detailed in JBISPM/1/02 attachment 19 and that the Director shall also provide pro-forma grant applications detailing the appropriate criteria;
- g. That all grant applications received for funding from the corporate membership fee distribution model described in the Operational Strategic Plan detailed in JBISPM/1/02 attachment 19 shall be presented to a selection panel for approval or otherwise;
- h. That the JBI grant selection panel for 2002-2003 shall comprise of Professor Alan Pearson, Professor Anne Chang, Professor Rhonda Griffiths plus two external advisors;
- i. That the Director shall approach Heather Buchan and Phillip Della regarding the two external advisor positions on the JBI grant selection panel;
- j. That JBI Grants shall be distributed twice yearly.
- k. That \$119,000 was disbursed to Centres through the Grant Scheme along with an estimated \$10,000 in airfares, with a further \$82,000 of grants to be disbursed in February/March 2003.



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- l. That these figures represent 50% of the receipted and audited corporate revenue receipted in the 2001/2002 financial year hospital/nursing home/community health categories and meet/exceed any transparency requirements of the collaboration.
- m. That the remainder of corporate membership revenue is retained by JBI and that JBI provides to the collaboration a range of support services and provides the following functions:
  - (i) coordinating the activities of all centres;
  - (ii) convening meetings of the Centre Directors Committee;
  - (iii) maintaining regular communications across the collaboration;
  - (iv) producing and supplying Institute stationary, promotional material and publications;
  - (v) developing, in consultation with Centres, operational guidelines and common protocols and maintaining a supply of these documents to all centres;
  - (vi) designing, producing and disseminating all Best Practice Information Sheets;
  - (vii) designing and producing final Systematic Review Report on behalf of Centres;
  - (viii) lodging completed reviews on appropriate data bases;
  - (ix) designing and managing the Institute's world wide web page;
  - (x) providing assistance to centres on review design; economic evaluations; meta-analysis; evaluation; and securing funding;
  - (xi) designing, producing and disseminating quarterly newsletters;
  - (xii) providing support to centres in the development and presentation of evidence based nursing workshops.
- n. That in addition to the services provided to the collaboration, JBI has invested in developing the RAPid software to facilitate the teaching of critical appraisal and the SUMARI package to improve consistency in the review process across the collaboration.
- o. That there are also plans to develop an evidence utilisation/practice change program.



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- p. That the corporate membership revenue retained by JBI also provides the infrastructure for servicing the membership, where members receive a range of services directly from the Institute. Corporate members accrue the following benefits:
- (i) Customised Practice Information Sheet Binder for each Ward/Dept (or for each nurse in Community Health Agencies);
  - (ii) A copy of every Practice Information Sheet and publication, for every Binder supplied;
  - (iii) Access to the JBI clinical information service;
  - (iv) Open access to all Practice Information Sheets through the Institute's Web page;
  - (v) One copy of every Systematic Review Report published; and
  - (vi) An opportunity to participate in practice variability surveys.

It was agreed

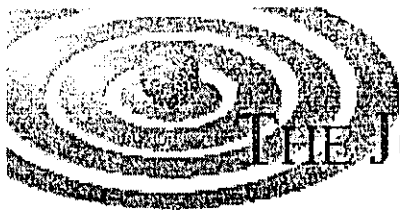
- q. That JBI must retain, as a minimum, the current level of membership revenue to continue to provide the core functions and service of the collaboration and that this is non-negotiable (Moved Professor Alison Tierney, Seconded Professor Rhonda Griffiths, carried unanimously).

It was noted

- r. That each Centre approved by the Board is required to sign a Collaboration agreement (Memorandum of Understanding) and that it is then able to access the resources of the Joanna Briggs Institute (including the use of the registered Joanna Briggs Institute trademark) and to be publicly known as the, "(Name): A Collaborating Centre of the Joanna Briggs Institute."
- s. That the Memorandum of Understanding specifies that each Centre is responsible for funding its basic operations and infrastructure (Paragraph 3.4: Centre. The Collaborating Institution is responsible for all costs in connection with the establishment and operation of the Centre) and that MOU 7.3 also states that the "Relationship between the parties is that of independent contractors and not partners, joint venturers or principal and agent".

*Dr Susan Koch, ACEBAC, queried the benefits of being part of the collaboration.*

It was noted



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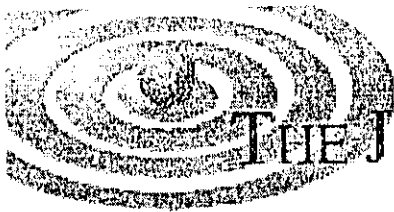
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- t. That JBI is not a funding body.
- u. That all collaborating centres are independent bodies that voluntarily request to join the JBI collaboration and sign a MOU to access benefits from JBI as detailed in the operational guidelines.
- v. That JBI does not charge collaborating centres any fee or levy to participate in the collaboration.
- w. That the ability to be identified as a collaborating centre of JBI is a prestigious benefit which is internationally recognised.
- x. That becoming a JBI collaborating centre allows the ability to access the expertise of other collaborating centres.
- y. That as independent bodies, collaborating centres produce reviews and JBI provides a mechanism for publication, quality control and peer review.
- z. That collaborating centres are encouraged to run fee for service workshops, and that collaborating centres retain all profits from these workshops.

*Dr Susan Koch, ACEBAC, queried the distribution model of funds to collaborating centres and the possibility of using these funds to provide base funding for the operation of collaborating centres.*

It was noted

- aa. That collaborating centres are responsible for their own infrastructure funding and that this is clearly agreed upon in the MOU.
- bb. That applications for new collaborating centres are required to include a business plan as proof of the centre's viability and that to become a centre one must a-priori have sufficient funding.
- cc. That any external funding received by a collaborating centre is retained by said collaborating centre.
- dd. That the collaborating centre corporate membership revenue distribution model was approved by the Committee of Centre Directors.
- ee. That the distribution of revenue is overseen by a sub-committee which includes two representatives from collaborating centres.
- ff. That prior to the adoption of the current funding model, collaborating centres received no financial support from JBI for undertaking JBI projects and that collaborating centres were responsible for funding printing and distribution costs for projects undertaken by their centres.



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- gg. That the current funding model provides centres with funds to assist the centre in undertaking JBI projects, as well as funds to print the JBI Reports and Best Practice Information Sheets associated with these projects.
- hh. That before distributing JBI grants, sufficient funds are withheld to be used for airfares to Adelaide for collaborating centre Directors (one per centre) to attend one Committee of Directors meeting per annum (Collaborating Centre Directors are required to attend two JBI meetings per annum and are responsible for travel costs for the second meeting)
- ii. That the JBI grant rounds are based on the needs of the JBI Collaboration publication schedule, and that meeting the needs of this publication schedule is seen as a priority when distributing funds to collaborating centres.
- jj. That once funds have been distributed to meet the core needs of the collaboration's printing schedule (sufficient BPIS & JBI Reports for this round and Systematic Review Grants to ensure sufficient publications for future rounds), any balance may be distributed as special purpose grants and/or surplus Systematic Review support grants or additional printing grants - or may be carried forward to the next funding round as agreed upon by the consensus of the sub-committee (which includes two representatives from the collaborating centre Directors).

It was agreed

- kk. That at the next JBI Committee of Collaborating Centre Directors meeting, time will be allocated to discuss funding options and strategies available to collaborating centres.

**6.1.3 Definition of Evidence Based Practice**

It was noted

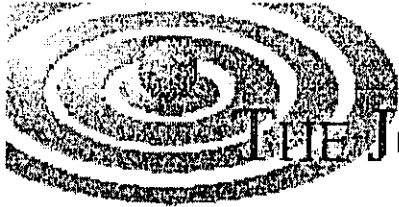
- a. That The WACEBNM has suggested a discussion of the definition of EBP that the Collaboration agrees on. (ref Jennings, B. & Loan, L. 2001 'Misconceptions among nurses about evidence-based practice'. Journal of Nursing Scholarship 2nd quarter: pp.121-127. - distributed to all collaborating centre Directors).

It was agreed

- b. That at the next JBI Committee of Collaborating Centre Directors meeting, time will be allocated to debate the definition of EBP.

**6.1.4 Primary Research**

It was noted

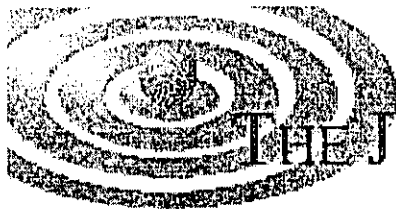


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- a. That previous attempts by JBI to undertake primary research have largely been unsuccessful.
- b. That CENSA currently has resources (1 FTE position) to pursue Primary Research options and is prepared to take on the mantle of the leading centre for JBI primary research with Professor Alison Tierney as Director.
- c. That Dr Andrea Averis has reviewed all previous JBI Systematic Reviews to identify gaps in the evidence and suitable topics for primary research and that the report on this work "Identifying the Gaps" is currently undergoing peer review.
- d. That the "Identifying the Gaps" report identifies over 200 topics which require supporting evidence.
- e. That some of the identified topics in "Identifying the Gaps" may not be suitable for primary research and that priorities and strategies should be discussed within the collaboration.
- f. That historically, there has been a general failure for nursing primary research funding within Australia.
- g. That some collaborating centre Directors have concerns regarding the collaboration expanding into primary research and whether JBI actually has a role in conducting primary research.
- h. That some collaborating centre Directors believe that the collaboration's role is more in overtly flagging gaps in systematic reviews and providing methodological guidance to government and funding bodies, but leaving the conduct of primary research to others.
- i. That some collaborating centre Directors believe that JBI's focus for external funding opportunities should be based on evaluation cycles rather than primary research.
- j. That some collaborating centre Directors' host institutions currently undertake primary research and would see the identification of research topics by JBI as a valuable benefit of participating in the JBI collaboration and for justifying ongoing support for the collaboration.
- k. That the pursuit of primary research opportunities by JBI has been strongly recommended by JBI external advisors (Ref Professor Richard Larkins MINJBISPM/1/02 Item 6.1.4.i-m).

It was agreed



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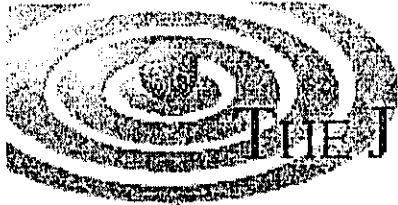
- l. That the JBI Collaboration has an appropriate role in primary research and the uptake of evidence.
- m. That further debate is required and that time will be allocated for this at the next Committee of Centre Directors meeting.
- n. That Professor Alison Tierney will work on a position paper on primary research for the next Committee of Centre Directors meeting.

## 6.1.5 SUMARI

### It was noted

- a. That the SUMARI development project set out to develop a comprehensive approach to the systematic review of evidence.
- b. That JBI has invested into this project and will market and sell the software and retain a percentage profit.
- c. That collaborating centres will have on-line access to SUMARI for use in JBI activities.
- d. That collaborating centres may purchase the SUMARI software for use in non-JBI activities.
- e. That in the future, all JBI collaboration systematic reviews shall be produced using SUMARI.
- f. That the System for the Unified Management of the Assessment and Review of Information (SUMARI), aims to assist health and other researchers and practitioners to conduct systematic reviews of evidence of Feasibility, Appropriateness, Meaningfulness and Effectiveness and to conduct economic evaluations of activities and interventions.
- g. That the package consists of five modules.
- h. That Module 1 Comprehensive Review Management System (CreMS) is currently in development and will be available in May 2003 (designed to accommodate the planning, monitoring and management of a systematic review).
- i. That the CReMS module is web based and can be used as a stand-alone program in place of REVMAN for reviews that comply with the Cochrane Collaboration approach or in conjunction with other SUMARI modules.
- j. That Module 2 Qualitative Assessment and Review Instrument (QARI) is currently being tested and will be available in February 2003





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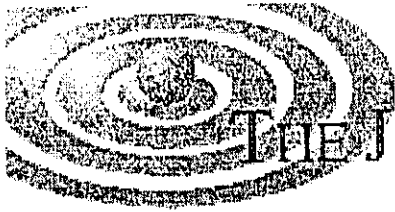
(designed to facilitate critical appraisal, data extraction and synthesis of the findings of qualitative studies).

- k. That Module 3 Statistical Analysis Findings Assessment and Review Instrument (SAFARI) is currently in development and will be available in July 2003 (designed to conduct the meta-analysis of the results of comparable RCTs, cohort, time series and descriptive studies using a number of statistical approaches).
- l. That Module 4 Narrative, Opinion and Text Assessment and Review Instrument (NOTARI) is currently in development and will be available in August 2003 (designed to facilitate critical appraisal, data extraction and synthesis of expert opinion texts and of reports).
- m. That Module 5 Analysis of Cost, Technology and Utilisation Assessment and Review Instrument (ACTUARI) is currently in development and will be available in November 2003 (designed to facilitate critical appraisal, data extraction and synthesis of economic data).
- n. That each of the SUMARI modules are web-based and are designed to interface with CReMS and all other modules or they can also be used as stand-alone programs by reviewers who wish to supplement REVMAN or researchers who wish to utilise the functions of a specific module.
- o. That JBI will run comprehensive systematic review workshops (including SUMARI) for collaborating centres and that collaborating centres shall pay for JBI approved travel and accommodation costs for the presenters, as well as a per diem for meals and incidentals.
- p. That JBI comprehensive systematic review workshops are restricted to twelve people.
- q. That collaborating centres may advertise and sell any positions at the comprehensive systematic review workshops excess to the collaborating centre's needs and retain any revenue from the sale of these positions.

## 6.1.6 RAPID

### It was noted

- a. That the Rapid Appraisal Protocol Internet Database (RAPid) is a web based program developed for nurses, midwives and allied health professionals by the Joanna Briggs Institute and is based on the CATmaker program developed by the Centre for Evidence Based Medicine in Oxford, UK, by Douglas Badenoch, David Sackett and Sharon Straus.



# THE JOANNA BRIGGS INSTITUTE

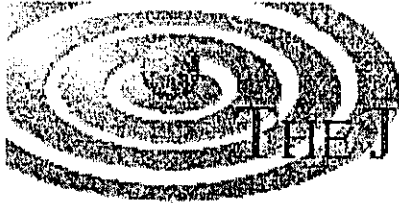
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- b. That like CATmaker, RAPid is designed to organise, conduct and archive an evidence summary of a single study of an intervention or professional activity or of a completed systematic review.
- c. That unlike CATmaker, RAPid can be used to summarise evidence from a wide range of sources including the results of quantitative and qualitative studies, expert opinion published by respected bodies and reports that draw on consensus.
- d. That RAPid is designed to assist individual practitioners and undergraduate and postgraduate students to acquire the skills of posing relevant questions about the feasibility, appropriateness, meaningfulness or effectiveness of an intervention or professional activity and to pursue this question through applying the basic steps of the comprehensive systematic review process (topic identification and rigorous question development/ searching for the evidence/ critically appraising the evidence/ summarise the evidence and reporting the results of this process in an accessible format to maximise knowledge transfer to practice).
- e. That RAPid will be seen as a value added benefit of corporate membership and will be marketed to expand the current Educational Institution membership.
- f. That the RAPid system includes two components - the RAPid Library of completed RAPs, and RAP Maker for producing RAPs.
- g. That the RAP Maker is restricted to Health Care Institution Corporate Members and Educational Institutions only (not to Library Members and Individual Members).
- h. That the RAPid Library will be available to Library members and to Individual Members who pay a surcharge.
- i. That access to RAPid is via an annual licence fee costed into the Corporate Membership premium.
- j. That the RCNA has agreed to approach fellows and members to become RAP appraisers and that JBI shall produce appraisal guidelines.

## 6.1.7 Web Site

### It was noted

- a. That in response to the Committee of Centre Directors Meeting held on 21 November 2001 ref MINJBISPM/2/01 Item 5.1.4.i., the Executive Director has allocated A\$10,000 from the operating budget to expand the JBI website into a searchable on-line database driven web site.

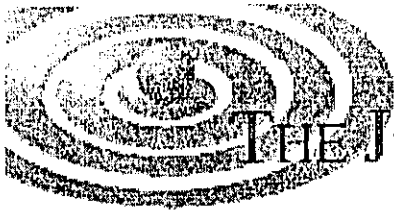


- b. That it is estimated that the new web site should be launched in February 2003

**6.1.8 JBI Reports**

It was noted

- a. That to date, JBI has been self publishing systematic reviews, evaluation cycle reports, impact survey reports and other publications and that this process of self publishing is generally viewed as being less credible than publishing externally.
- b. That the Executive Director and the Coordinator of Communications have conducted a series of negotiations with Blackwell Publishing Asia with a view to the publication of these reports by Blackwell Publishing.
- c. That publishing JBI reports through Blackwell Publishing, would:
  - (i) increase the status of these publications;
  - (ii) improve marketing;
  - (iii) ensure abstracting by bibliographical data bases; and
  - (iv) add value to members.
- d. That Blackwell Publishing Asia (BPA) have now agreed to launch a new serial titled "JBI Reports".
- e. That JBI Reports will normally consist of 10 issues per year (with the first volume commencing in mid-2003 having six issues).
- f. That JBI Reports will have layout and design developed by BPA.
- g. That JBI will be peer-reviewed.
- h. That JBI Reports will include the publishing of systematic reviews, evaluation cycle reports and research reports in a single serial publication.
- i. That each issue of JBI Reports will contain one review or report.
- j. That with the JBI Reports series, a different coloured cover will be used to distinguish the three report types (Blue – Systematic Reviews; Red – Evaluation; Green – Primary Research/other)
- k. That BPA will edit, code and typeset the material and that the reviews will also appear on BPA's electronic publication system "Synergy".



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- i. That a maximum of 10 issues will be published per year, at international A4 size, each with a page extent of 68 pages (it is understood that reports will be of varying sizes).
- m. That excess reports produced by JBI that are not published by BPA will still be published electronically by JBI as "Health Care Reports".
- n. That JBI would continue to supply a hard copy of JBI reports to members and will pay BPA for each issue per printed copy.
- o. That systematic review reports produced by collaborating centres may be eligible for publication through BPA as JBI Reports as part of the JBI publication grants scheme.
- p. That JBI Reports will also be marketed and sold on a subscription basis to non-members and that publication on Synergy will provide the opportunity to market the series with other online nursing products.
- q. That BPA will enter into a two-year arrangement to publish the series, at the end of which time Blackwell and the JBI will have the opportunity to review it.
- r. That in return for taking the risks associated with this project, BPA will retain publication of the Best Practice information sheets; and have first option on publishing a nursing manual in collaboration with JBI taking an authorship/editorship role and working with the content of the Best Practice information sheets.
- s. That the JBI Peer Review process is being revised and tightened.
- t. That as part of the external peer review process, an Editorial Team is being approached, and that Professor Derek Frewin has agreed to be Editor in Chief.
- u. That the revised blind Peer Review process ensures that JBI reports will now earn research quantum points.
- v. That some collaborating centre Directors expressed concern over the absence of clinicians on the proposed Editorial Board, however it was also noted that a list of suitable clinicians can be provided by collaborating centre Directors to the Receiving Editor as potential reviewers.
- w. That collaborating centres will still be provided with draft protocols/reports, however a peer review roster of two collaborating centres per report will reduce the overall workload for collaborating centres and will be coordinated by Rick Wiechula.