

Joanna Briggs Institute

Scientific Committee

Minutes

Minutes of the 3rd Scientific Committee meeting for 2017 held in Cape Town South Africa ICC room 2.63 at 12.35pm

1. WELCOME

The Chair welcomed all present.

2. PRESENT

Assoc. Prof Zachary Munn (Chair), Assoc. Prof Zoe Jordan, Assoc. Prof Ed Aromataris, Dr. Micah Peters, , Ms. Alexa McArthur, Prof Hu Yan, Dr. Hanan Khalil, Assoc. Prof Christina Godfrey, Prof Fiona Bath-Hextall, Assoc. Prof Trish McInerney. **Observers** Dr Kay Cooper and A/Prof. Dru Riddle

APOLOGIES

Assoc. Prof Craig Lockwood Mr. Sandeep Moola, Dr Matthew Stephenson, Dr Natalie Cutri, Ms. Dagmara Riitano, Dr Lucylynn Lizarondo, Dr. Catalin Tufanaru.

3. MINUTES

The minutes of the 2nd meeting of the Scientific Committee for 2017 held on 11th May 2017 were accepted as an accurate record.

4. MATTERS ARISING FROM PREVIOUS MINUTES

Refer to table at end of Minutes.

5. FORMAL BUSINESS

5.1. SYNTHESIS – Assoc. Prof Ed Aromataris

5.1.1. 2017 Online Reviewers Manual update

- Will report on progress within each group below.

5.1.2. Methodology groups updates and chapter review

5.1.2.1. Effectiveness

- Catalin has resigned as group leader but will remain in the group.
- Chapter has been uploaded.

5.1.2.2. Psychometric

- Writing of the chapter for the Reviewers' Manual is progressing.
- An outline of the chapter has been circulated to the group.
- Work has been divided amongst group members.
- First draft of some sections including title, review question/objective, and inclusion criteria have been completed and circulated to the group for feedback.
- Members in attendance at the GES will have a face-to-face meeting.

5.1.2.3. Qualitative

- A protocol on the experiences of patients or their significant other in relation to physical restraint in acute care settings has been accepted with minor changes.
- A workshop was accepted for the Global Evidence Summit
- The workshop outline has been developed and circulated to the QMG conveners for review and finalization
- A face to face meeting has been booked at the GES for the group conveners

5.1.2.4. Prevalence and Incidence

- Abstract for workshop submitted for Global Evidence Summit (GES), which went superbly well.
- Draft article for a future methodological paper for the JBISRIR is in development
- Paper will focus on the prevalence CA tool
- Guidance has been uploaded to the online Reviewers Manual

5.1.2.5. Scoping

- The Scoping review group is presenting a poster at the GES and members (Chris and Micah) are participating as facilitators in a workshop around the PRISMA-ScR reporting checklist.
- Micah is leading a paper focusing on developing and reporting scoping review protocols with the group.
- The group is waiting on low-risk ethics approval to conduct a web-based survey on the use of JBI's Scoping Review Methodology.
- The group had a face to face meeting in Cape Town at yesterday; Tues 13th Sept.

5.1.2.6. Etiology and Risk

- The final draft of the Reviewers' Manual has been sent to Ed for final approval.
- Started working on journal article drafts in relation to the development of critical appraisal tools relevant to this methodological chapter, which includes cohort, case-control, analytical cross-sectional and case report

5.1.2.7. Umbrella

- Survey to go out to those who have used the methodology; out with group at moment, then teleconference to discuss later this month.
- Ethics approval to be sought prior to upload on 'Survey Monkey'
- Holding a group meeting tomorrow Fri 15 Sept.

5.1.2.8. Text and Opinion

- Abstract submitted to GES; a long oral presentation was accepted which generated great interest.

5.1.2.9. Economics

- Ed to step down as convener and Catalin Tufanaru to join group as convener
- Wendell dos Santos (Brazilian PhD student) to join the group. Dr Christian Pruetz from Mississippi center has also expressed interest to join the group.
- Methods chapter: Ed updating/editing the chapter to include some of the standard info re presentation of a protocol and review to make its presentation uniform with



other chapters in the handbook. Once the initial edit is complete it will be circulated amongst group members for input prior to upload to the online handbook.

- JBI economic evaluation critical appraisal tool: Relevance of all the questions and also the explanatory criteria was raised, tool and its explanatory document should be revisited. A tool for quality assessment of included economic modelling studies would be useful. Wendell/Christian may be interested in leading this?
- Decision matrix and presentation of synthesis: Currently, Catalin/Ed are working with Wendell on a review where some alternative possibilities for synthesis are being considered.
- Ongoing review work: beyond the review by Wendell, Yuri has two review underway. One is near completion, however the second is midway and requires a second reviewer. Dru volunteered to contribute to this work with Yuri.

5.1.2.10. Mixed methods

- An initial draft of the revised reviewers' manual for mixed methods systematic review has been disseminated to the group in time for the face-to-face meeting in Cape Town. Points for discussion in the meeting will include finalization of the proposed framework including terminologies, exemplar reviews for inclusion in the manual, final sections of the manual and timelines for completion.
- Lucy and Cindy are presenting a poster on JBI's approach to mixed methods review on the 14th Sept.

5.1.2.11. Diagnostic Test Accuracy

- Jared has resigned from JBI
- Current guidance is online

5.1.2.12. LoE/GoR

- Progress in this group has slowed down with the GRADE Centre coming online

5.1.2.13. Rapid Reviews Group

- Exciting new style of methodology project working group
- Not writing a chapter but to synergize the plethora of other institutions and groups around the world working on evidence in rapid reviews. Ranges of methodologies with group open to members beyond JBC
- Open call had approx. 30 respondents from JBC, not capping numbers in group – already have 15-20 from other organizations that are interested in participating.
- First face-to-face meeting 7.30 am Sat 16 Sept in boardroom at ICC, Cape Town to discuss ToR, meanings of 'Rapid Review'.

5.1.2.14. Information Science Group

- The formation of this group was approved by all members in a vote, and it was seen as a positive move for JBI.

5.1.3 Critical appraisal tools

- The critical appraisal tool have all been reviewed to ensure they are consistent across

our educational, software and methodological chapters. Papers are now being drafted for publication in the JBISRR. Further work is required to validate many of these tools.

5.2. TRANSFER – Assoc Prof Zac Munn

5.2.1. Transfer Science Program: SUMARI report

- SUMARI now live for individual users and shortly for organizational users.
- Rather than providing tool tips/information buttons throughout the system, we would like to develop a knowledge base for the software. There will not be a PDF user guide.

5.3. IMPLEMENTATION – Ms Alexa McArthur

5.3.1. Implementation methods group report

- Will hold a meeting at GES on 15 Sept.
- Zac, Alexa and Craig working together on a 'stock take' of resources
- Moves to form a small (internal) working group to prepare an on-line Implementation manual
- Want to talk with health care organizations outside of JBI membership and individuals from quality accreditation agencies to gain understanding of what they consider to be important in terms of context analysis, facilitation and evaluation in relation to the JBI Model and Implementation.

5.4 Methodological Review Process (Attachment 3)

- This proposal was discussed and it was suggested that we consider this document and vote at the next committee meeting.

5.5 Scientific Committee membership and election process

- The membership of the committee was discussed, and the committee was made aware that the European representative (Prof Fiona Bath-Hextall) would be retiring and stepping down from the committee. The chair and the committee thank Fiona for her hard work and contributions to the committee during her membership.
- The committee was made aware that the Americas representative (Assoc Prof Christina Godfrey) would be stepping down from the committee. The chair and the committee thank Christina for her hard work and contributions to the committee during her membership.
- The two new nominees, Kay Cooper and Dru Riddle were welcomed onto the committee.

6. MATTERS FOR REPORTING

6.1. JBISRR Report

- Ed referred to library attachment sent with this meetings papers.
- This author guidelines have been sent through to WK and should appear on line soon. Once live all directors will receive and email to highlight its presence and the changes made.
- Zoe and the scientific committee applauded the editor of the JBISRR for all his tireless work running the journal.

7. MATTERS FOR NOTING

7.1. Timetable of Meeting dates

- Four meetings this year, with 3rd meeting in Cape Town

7.2. New Terms of Reference

- Available with supplied papers

7.3. Aims and objectives of the Scientific Committee for 2017.

8. ANY OTHER BUSINESS - Nil

9. DATE OF NEXT MEETING

The next meeting will be Thurs.14th December 2017, in Adelaide. Meeting closed at 1.20pm Cape Town time

Date	Agenda Item	Action	Person	Approx. Due Date	Status
15/2/2017	4.1	Send out the LoE/GoR critical appraisal flowchart for testing	Zac		In progress
11/5/2017	5.1.3	Discuss best CA tool to use on Evidence Summaries	Implementation team		On hold till next item actioned
11/5/2017	5.1.3	Provide clarification to why revert to primary literature and context for wanting to undertake appraisal so we can understand scenario better	Hu Yan	September	Implementation team will formulate a response to this query. In progress