

Guidelines for Creating a New Clinical Topic Background or Updating an Existing Clinical Topic Background Template

Creating a new Background document - follow the template below:

- Screening, symptoms, risks, co-morbidities - look for relevant links - [see suggested sources for background information](#)
- Prevalence data - look for links
- Treatment information - look for links
- Complicated tables are not compatible with the PEN loading program. Provide the links to any included tables, if possible, and a reference for any tables that are adopted or adapted.
- Resources for Professionals section - link to the Related Tools and Resources section of the Knowledge Pathway (see Template below for wording).
 - If resources are found that are essential for professionals to understand the topic and they are not covered in the background, practice questions or listed under the Tools and Resources section of the KP, then provide the title of the resource and a URL link. The Resource Managers will review and add the resource to PEN (under Tools and Resources.) These resources may include links, books, partner Networks/Interest Groups, Communities of Practice, websites, etc.
- Any word in the background that is a glossary item will highlight with a hover-over definition. If there is a term that you wish to add to the glossary, please provide the term and the reference.

Updating an existing Background document:

- Mother pie (stuff that we know hasn't changed) content likely can stay
- any content assessed as no longer being needed because there is a question that Covers it or the topic is no longer relevant can be deleted
- Any tables that could be deleted and linked to something similar is best
- screening, symptoms, risks, co-morbidities - look for relevant links - [see suggested sources for background information](#), some content can be left as is if it is something that has not changed
- Prevalence data - look for links
- Treatment information - look for links that might be more up-to-date than the current content
- Resources for Professionals section - link to the Related Tools and Resources section of the Knowledge Pathway (see Template below for wording).
 - if resources are found that are essential for professionals to understand the topic and are not covered in the background, practice questions or listed under the Tools and Resources section of the KP, then provide the title of the resource and a URL link. The Resource Managers will review

and add the resource to PEN (under Tools and Resources.) These resources may include links, books, partner Networks /Interest Groups, Communities of Practice, websites, etc.

- Check all links that are being left in to make certain they are to the correct content
- Check all links in the references and make sure that the link is still active and that reference date and/or version are the most recent. This sometimes happens with government links; if link no longer working look for replacement if needed.

Examples of Background documents:

Sample Background document where there is no existing Toolkit:

[Traumatic Brain Injury](#) (2019)

Sample Background document where there is an existing Toolkit:

[Gastrointestinal System - Pediatric/Paediatric Constipation](#) (2019)

Template

Disease (specify) Background

Disease Etiology

Screening/Diagnosis

Prevalence

Symptoms

Co-Morbidities/Associated Diseases

Give basics but link to a website or an article if appropriate.

Medical Treatment (medications, other health care professionals involved etc.)

Give basics but link to a website or an article if appropriate.

Nutrition Diagnosis

This section does not need to be included if there is a toolkit available. If no toolkit is available then include:

A nutrition diagnosis describes a nutrition problem that nutrition intervention can resolve or improve. It is written as a PES statement (P= problem; e= etiology; S= signs and symptoms).

Example of a nutrition diagnosis is:

- Inadequate nutrient absorption related to small intestinal villous atrophy evidenced by involuntary weight loss of x kg in x months, anemia and osteoporosis.

Reference

Academy of Nutrition and Dietetics. Nutrition Terminology Reference Manual (eNCPT), 5rd ed. Online Manual. 2018. Available to DC members from:

<https://www.dietitians.ca/Member/Resources-from-A-Z/Nutrition-Care-Process/eNCPT-Online-Manual.aspx>

Nutrition Care

If a practice guidance toolkit is available, this section typically only needs a link to the corresponding toolkit.

Sometimes, a small amount of additional information may be added if it is not covered in the toolkit and is essential.

If no toolkit is available, then include nutrition care and associated goals. Do not repeat information covered in the practice questions in the knowledge pathway. Provide links to these practice questions instead.

Food Service Implications

There is a section in the toolkit titled Food and/or Nutrient Delivery Example that includes food service information. Depending on the type of food service information, there may be no information relevant for the Food Service Implications section of the background.

Resources for Professionals (link to Tools and Resources section of KP)

Insert the following wording:

Clinical practice guidelines, web links and other professional tools and resources can be found under the Related Tools and Resources (insert hyperlink) tab. Use the Audience, Country and Language sort buttons to narrow your search.

Other (controversies, up-and-coming topics, economic considerations etc.)

References (use the standard PEN® format - see [PEN® Style Guide](#) page 9)