PEN® Quick Review Checklist

Practice Questions
☐ New evidence available that needs to be added that changes practice e.g. KPP
☐ New evidence that needs to be added but does not change practice e.g. KPP
☐ PQ content (Key Practice Points) does not answer the research question
☐ Existing Key Practice Points (KPPs) could benefit from a graded evidence synthesis
☐ statement and a practice guidance statement
☐ Existing KPP or Evidence Statements need to be more robust
☐ PQ may need to be refined to focus on a particular aspect of the topic
☐ PQ may need to be combined with another
☐ PQ answer can be further broken down into new KPP’s due to the change in the focus of literature
☐ Some PQ content is more suitable for the Background
☐ The literature poses new relevant questions/issues that could be added into PEN
☐ Some practice information in the literature may be useful for the Comment or Rationale section of the PQ

Background
☐ New literature pertaining to the basic understanding of this subject is available
☐ New literature on disease etiology, diagnosis, prevalence, prognosis or interventions in early stages of being assessed is available

References
☐ Referencing format needs to be updated according to current PEN guidelines – i.e. no cited date except for resources only available electronically

Related Tools and Resources (only if you come across something in the literature)
☐ New resources are available for professional use
☐ Some tools/resources have been updated and their descriptions need to be revised

Practice Guidance Toolkits (only if you come across something in the literature)
☐ New or updated tools/calculators/reference values are available

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<th>Work Required</th>
<th>Criteria</th>
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| Major         | New systematic reviews and meta-analyses are available  
Multiple questions need to be combined, separated or reorganized within the KP  
Content/Evidence Statements need formatting according to current PEN guidelines – ES and PG  
All questions need to have KPP’s changed based on the new evidence. |
| Moderate      | One new systematic review/meta-analysis and some general studies are available  
One question may need to be combined, separated or reorganized within the KP  
Content/Evidence Statements are formatted according to current PEN guidelines – ES and PG  
One or two questions need to have KPP’s changed based on the new evidence. |
| Minor         | Some new general studies are available  
No questions need to be combined, separated or reorganized within the KP  
Content/Evidence Statements are formatted according to current PEN guidelines – ES and PG  
KPP’s are all still appropriate even if based on adding new evidence. |