1. Establishment of guideline development group / evidence summary reviewers

2. Guideline development meetings (basic training on critical appraisal / evidence synthesis, GRADE provided in the form of two 1 day workshops and intermittent personal consultations)

3. Clinical question definition and discussion on patient-important outcomes resulting in development of concise PICO format clinical questions

4. Systematic literature search, abstraction of data and study characteristics from publications, appraisal of evidence quality, preparation of GRADE evidence profiles, mini-reviews and key point summaries. Progress updates thorough individual pair and group meetings

5. Meeting with expert panel to incorporate contextual factors / discuss draft recommendations.

a) Expert panel provided with evidence reviews, GRADE tables and key point summaries a day before the discussion

b) 45 minute presentation, question and answer session with the panel focused entirely on the evidence

c) One and a half hour facilitated discussion on additional factors and how these might influence recommendations

d) Voting using an adaptation of GRADE grid for each question:
   -2 (strong recommendation against)
   0 (no preference)
   +2 (strong recommendation for)