

2006 Visiting Fellowship
Final Report
Alain Mayhew
Dec 11, 2006.

Objectives:

1. To train the new staff of the Cochrane Effective Practice and Organisation of Care Group (EPOC) satellite based in Melbourne and to develop a close working relationship between the two sites.
2. To work with the Cochrane Consumers and Communication Review Group (CCCRG) to develop a policy to address overlapping reviews.
3. To work with the Cochrane Health Promotion and Public Health Field (CHPPHF) to develop a plan to publish Cochrane Reviews relevant to both CHPPHF and EPOC.

I have attached tables outlining the specific goals, activities and future plans associated with each objective. Overall, the three objectives have been met and the fellowship has been instrumental to developing strong working links with the Australian EPOC satellite, CCCRG, and HPPH in particular.

Objective 1: To train and develop a close working relationship with the new staff of the EPOC satellite based in Melbourne.

Emma Tavender, the EPOC satellite coordinator and I worked together on a daily basis for the four weeks I was in Melbourne. We further defined our roles within EPOC, met with EPOC authors, presented workshops and educational sessions, and jointly responded to requests for information and interests in EPOC reviews. We were able to use this time to prepare for the module submission for Issue 3, 2006 and plan for future module submissions.

The EPOC satellite continues to flourish in Melbourne. A good working relationship has been established between the two coordinators and we will continue to have, at a minimum, monthly telephone calls. We met at the 2006 Colloquium and have received positive feedback from our editorial board. We have had significant activity in Australia, including new authors, and have also been able to provide additional support to ongoing reviews. We will continue to work together to meet the goals of EPOC and the Cochrane Collaboration.

Objective 2: To work with the Cochrane Consumers and Communication Review Group (CCCRG) to develop a policy to address overlapping reviews.

The proposed policy has been circulated to EPOC editors, presented as a poster at the 2006 Colloquium meeting, and discussed with other RGCs via email and in person at

the 2006 Colloquium. We aim to have a draft ready for submission in early 2007 to the Quality Advisory Group.

Objective 3: To work with the Cochrane Health Promotion and Public Health Field (CHPPHF) to develop a plan to publish Cochrane Reviews relevant to both CHPPHF and EPOC.

This plan has been discussed at EPOC editorial meetings, at both EPOC and CHPPHF annual meetings held at the 2006 Colloquium and presented as a poster at the Colloquium. The CHPPHF has agreed to move ahead with becoming a Review Group and EPOC will be providing assistance. A meeting is planned in February to discuss how to continue with this process.

Other activities: A report of the Visiting Fellowship was published in the August 2006 Issue of Cochrane News.

Acknowledgements:

I would like to thank the Cochrane Collaboration Steering Group and Harriet MacLehose and Sally Green of the Quality Advisory Group for the opportunity to apply for the Fellowship and the acceptance of my application. Jeremy Grimshaw encouraged me to apply for the Fellowship, and he along with the staff and editors of EPOC fully supported the application and its objectives. Heather Buchan, Jan Davies, Emma Tavender and the other staff at the National Institute of Clinical Studies in Melbourne provided space, resources and support to carry out the work. Sophie Hill, Megan Pictor and the staff at the CCCRG, and Elizabeth Waters, Jodie Doyle and Rebecca Armstrong from CHPPHF strongly supported the application and provided significant input into the objectives. Last but not least, Jini Hetherington was very helpful providing details about the application process, assistance with the administration of the Fellowship and ongoing requirements.

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Objective	Specific goals	Progress	Specific Deliverables
<p>To train and develop a close working relationship with the new staff of the EPOC satellite based in Melbourne.</p>	<ol style="list-style-type: none"> 1. Develop a working relationship between staff of two sites. 2. Review EPOC and Cochrane procedures. 3. Discuss existing EPOC titles, protocols and reviews. 4. Develop plans for sharing satellite experience with other members of the Collaboration. 5. Establish contact with other Melbourne based Cochrane entities 6. Develop close relationships with Australian based EPOC and Cochrane authors. 7. Provide education to users and readers of Cochrane and EPOC reviews. 	<ol style="list-style-type: none"> 1. Achieved 2. Achieved 3. Achieved 4. Achieved with ongoing future activity 5. Achieved. 6. Achieved with ongoing future activity 7. Achieved with ongoing future activity 	<ol style="list-style-type: none"> 1. Face to face meeting and training of new EPOC satellite coordinator. 2. Discussions about procedures unique to EPOC as well as Cochrane activities and requirements and review the division of titles, protocols and reviews. Emails sent to authors outlining the new role of the satellite coordinator. 3. Ongoing phone and email contact to achieve targets of number of published protocols and reviews. Discussion of future long and short term goals of two sites through phone calls and editorial team meetings. Discussion and feedback received from editorial board members at annual meeting. 4. Consider resubmitting a workshop for 2007 Colloquium outlining the processes and challenges of establishing a new satellite.

			<ol style="list-style-type: none">5. Following the Fellowship visit, the satellite coordinator has continued to be involved with the other Melbourne based entities such as the Australasian Cochrane Centre and has worked closely with them.6. Provided 4 educational sessions on systematic reviews, Cochrane Collaboration and specific EPOC methods. Additional sessions have been provided by the satellite with support from the Ottawa editorial base as requested and more sessions are planned for 2007.7. The satellite has also provided education sessions to users of Cochrane EPOC reviews.
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Objective	Specific goals	Progress	Specific Deliverables
<p>To work with the Cochrane Consumers and Communication Review Group (CCCRG) to develop a policy to address overlapping reviews.</p>	<ol style="list-style-type: none"> 1. To establish the issues and possible solution through meeting with members of CCCRG. 2. To develop a draft proposal; to receive feedback on this proposal. 3. To establish a plan for dissemination of proposals, attaining feedback and submission of report to Quality Assessment Group (QAG). 	<ol style="list-style-type: none"> 1. Achieved 2. Achieved 3. In progress 	<ol style="list-style-type: none"> 1. Met with staff of CCCRG in Melbourne and email. Developed a draft checklist as part of procedure for Review Group Coordinators to use to assess overlapping reviews. 2. Draft policy circulated to EPOC editors and Review Group Coordinators through Adminors. Proposal presented at RGC meeting at 2006 Colloquium and Feedback received. 3. Plan to circulate final draft to individuals involved and forward it to the Quality Advisory Group, early 2007.

Objective	Specific goals	Outputs	
<p>To work with the Cochrane Health Promotion and Public Health Field (CHPPHF) to develop a plan to publish Cochrane Reviews relevant to both CHPPHF and EPOC</p>	<ol style="list-style-type: none"> 1. Identify problems and solutions 2. Elicit feedback from staff and members of EPOC and CHPPHF 3. Seek approval from EPOC and CHPPHF members. 4. Disseminate information and education about the process through appropriate channels. 	<ol style="list-style-type: none"> 1. Achieved 2. Achieved 3. Achieved 4. Achieved with ongoing future activity. 	<ol style="list-style-type: none"> 1. Discussion via email and in person about issues such as division of workload, expertise in area, training of individuals in new roles. 2. Solutions circulated to EPOC and CHPPHF members for input; proposals revised. 3. Discussed at EPOC editorial board meeting. Decision made that EPOC would support this process, keeping in mind that the usual process of review group certification would still have to be followed by CHPPHF. EPOC support discussed at CHPPHF annual meeting and the members agreed that the CHPPHF would move ahead with the process of certification. 4. Poster submitted and accepted for 2006 Colloquium about the process and potential solutions. Will consider future dissemination activities with CHPPHF.