The mission of the Guidelines Development Task Force (GDTF) is to provide oversight to the clinical practice guideline development process and provide a forum for education on topics related to guideline development and dissemination. The primary function of the GDTF is to rank, prioritize, and vet topics submitted for development into either clinical practice guidelines or clinical consensus statements.*

*The current mission of the GDTF is under review to address the task force’s new role in guideline implementation.

The GDTF is composed of individuals within otolaryngology, including 12 specialty societies and AAO-HNSF leadership.

GDTF Winter Meeting in Alexandria, VA

The GDTF held its biannual meeting at the American Academy of Otolaryngology–Head and Neck Surgery/Foundation (AAO-HNS/F) headquarters on December 4, 2012. Philip van der Wees, PhD, PT, a Research Associate in Health Care Policy at Harvard Medical School, presented a Quality assessment of guidelines: is accreditation and certification on the horizon? His presentation was followed by a question and answer session and roundtable discussion of whether the AAO-HNSF is still the most appropriate organization to be developing guidelines for otolaryngology.

There was consensus from all attending sub-specialty societies and stakeholders, that the AAO-HNSF remains the most appropriate organization to be developing guidelines given the experience and expertise of member methodologists and AAO-HNSF staff. In addition, the GDTF will be changing its name to the Guidelines Task Force (GTF) in the near future. The name change comes as a result of the expanded scope of work of this group which now includes not only development, but also dissemination and implementation.

The group is working to refine its mission and will formalize this change at its next meeting in 2013. The purpose of this newsletter is to highlight the major accomplishments that were shared and discussed at the December 4, 2012, meeting.

The next GDTF meeting will take place on May 14, 2013.

John Santa, MD, MPH of Consumer Reports will be presenting.

GDTF Society Representatives

GDTF Society Representatives in Attendance at the Winter 2012 Meeting

Seth R. Schwartz, MD, MPH
GDTF Chair

Richard M. Rosenfeld, MD, MPH
AAO-HNS Senior Consultant for Quality and Guidelines, Immediate Past GDTF Chair

Stacey L. Ishman, MD, MPH
AAO-HNS Board of Governors

Cindy J. Dawson, MSN, RN, CORLN
Society Otorhinolaryngology Head—Neck Nurses

Joseph Han, MD
American Rhinologic Society

Amy Clark Hessel, MD
American Head and Neck Society

Timothy S. Lian, MD
American Academy of Facial Plastic & Reconstructive Surgery

Jami Lucas
American Academy of Otolaryngic Allergy

Robert H. Miller, MD, MBA
American Board of Otolaryngology

Ashkan Monfared, MD
American Neurotology Society and American Otological Society

Michael M. Johns, MD
American Laryngological Association and American Broncho-Esophagological Association

Robert J. Stachler, MD
American Academy of Otolaryngic Allergy

David E. Tunkel, MD
American Society of Pediatric Otolaryngology

Philip van der Wees, PhD, PT
Guest Speaker

Guests not able to send representatives

Association of Otolaryngology Administrators (AOA)
The American Laryngological, RhinoLaryngological and Otological Society, Inc. aka The Triological Society
AAO-HNS Subspeciality Society Advisory Council
We Welcome Our New Consultants

With the increased development of clinical practice guidelines and clinical consensus statements (from two products to three products a year), coupled with the need to update each guideline every five years, the AAO-HNSF has had a need to expand our team of consultants and methodologists. We are pleased to welcome the following individuals:

**Sujana S. Chandrasekhar, MD**
AAO-HNSF Guideline Methodologist

Dr. Chandrasekhar served as an assistant chair on the AAO-HNSF Clinical Practice Guideline: Sudden Hearing Loss, and was chair of AAO-HNSF Clinical Practice Guideline: Improving Voice Outcomes after Thyroid Surgery. She is also past chair of the AAO-HNS Board of Governors and was a 2011 Cochrane Scholar recipient.

Dr. Chandrasekhar joins our existing methodologists, Seth R. Schwartz, MD, MPH and Richard M. Rosenfeld, MD, MPH.

**Lisa Ishii, MD**
AAO-HNSF Consultant, Guideline Dissemination and Implementation

Dr. Ishii is assistant chair on the AAO-HNSF Clinical Practice Guideline: Bell’s Palsy. In addition, she is a 2012 Cochrane and G-I-N Scholar recipient and has served on the Centralized Otolaryngology Research Efforts (CORE) Study Section for more than five years. Drawing on her experience overseeing guideline implementation at Johns Hopkins, Dr. Ishii will assist the AAO-HNSF with guideline dissemination and implementation efforts.

Quality Knowledge Products in Development

This multidisciplinary guideline was developed to address quality improvement opportunities for the management of voice outcomes during thyroid surgery. The guideline recommendations were presented as a miniseminar at the 2012 Annual Meeting & OTO EXPOsm in Washington, DC, and were submitted for publication in *Otolaryngology—Head and Neck Surgery* in December 2012.

**Panel members of this guideline included:**
Sujana S. Chandrasekhar, MD, (chair); Gregory Randolph, MD, (assistant chair); Michael Seidman, MD, (assistant chair); Richard Rosenfeld, MD, MPH (consultant); Peter Angelos, MD, PhD; Julie Barkmeier-Kraemer, PhD; Michael Benninger, MD; Joel Blumin, MD; Gregory Dennis, MD; John Hanks, MD; Megan Haymart, MD; Richard Kloos, MD; Brenda Seals, PhD, MPH; Jerry Schreibstein, MD; Mack A. Thomas, MD; Carolyn Waddington, MS, FNP, CORLN; Barbara Warren, PsyD, Med; and Peter Robertson, MPA (staff liaison).

This multidisciplinary guideline was developed to provide clinicians with evidence-based recommendations on patient selection, surgical indications, and management of tympanostomy tubes in children. The guideline is intended for any clinician involved in managing a child, aged 6 months to 12 years, with tympanostomy tubes or being considered for tympanostomy tubes in any care setting as an intervention for otitis media of any type. The guideline was submitted to *Otolaryngology—Head and Neck Surgery* for publication. This guideline has also been submitted for presentation at the AAO-HNSF 2013 Annual Meeting & OTO EXPOsm.

**Panel members of this guideline included:** Richard Rosenfeld, MD, MPH (chair); Melissa Pynninen, MD (assistant chair); David Tunkel, MD (assistant chair); Seth Schwartz, MD, MPH (consultant); Jeffrey S. Fichera, PA-C7; Alison Grimes, AuD; Jesse Hackell, MD; Richard Kloos, MD; Brenda Seals, PhD, MPH; Jerry Schreibstein, MD; Mack A. Thomas, MD; Carolyn Waddington, MS, FNP, CORLN; Barbara Warren, PsyD, Med; and Peter Robertson, MPA (staff liaison).

Methodology

The Clinical Practice Guideline Development Manual, 3rd Edition: A Quality-Driven Approach for Translating Evidence into Action was published as a supplement to the January 2013 issue of *Otolaryngology—Head and Neck Surgery*. The updated manual describes the principles and practices used successfully by the AAO-HNSF to produce quality-driven, evidence-based guidelines. Further, it outlines an efficient and transparent methodology for actionable recommendations with multi-disciplinary applicability.

The new edition of the manual includes the following updated material:

- Standards for trustworthy guidelines
- Updated classification of evidence levels
- Increased patient and public involvement
- Assessment of confidence in the evidence
- Documentation of differences of opinion
- Expanded discussion of conflict of interest
- Use of computerized decision-support for crafting actionable recommendations.

To access the new manual, visit: [http://oto.sagepub.com/content/148/1_suppl/S1.full](http://oto.sagepub.com/content/148/1_suppl/S1.full)

To access the podcast discussing the recently updated manual, visit: [http://oto.sagepub.com/site/misc/index/Podcasts.xhtml](http://oto.sagepub.com/site/misc/index/Podcasts.xhtml)
This multidisciplinary guideline addresses the management of acute idiopathic unilateral facial nerve paresis or paralysis, and is intended for any clinician involved in the care of a patient presenting with Bell's palsy. The primary purpose of this guideline is to improve the quality of—and reduce variation in—the care Bell’s palsy patients receive. The guideline panel met in December 2012 to review the draft and revise the key action statements. The draft guideline will undergo guideline implementability appraisal (GLIA) in February 2013 and we anticipate external peer review to begin in March 2013 and public comment in April/May 2013. This guideline has been submitted for presentation at the AAO-HNSF 2013 Annual Meeting & OTO Expo™.

**Panel members include:** Reginald Baugh, MD (chair); Gregory Basura, MD, PhD (assistant chair); Lisa Ishii, MD (assistant chair); Seth Schwartz, MD, MPH (consultant); Rebecca Burkholder, JD; Nathan Deckard, MD; Cindy Dawson, MSN, RN, CORLN; Colin Driscoll, MD; M. Boyd Gillespie, MD, MSc; Richard Gurgel, MD; John Halperin, MD; Ayesha N. Khalid, MD; Kaparaboyana Ashok Kumar, MD, FRCS; Alan Micco, MD; Debra Munsell, DHSc, PA-C, DFAAPA; Steven Rosenbaum, MD; William Vaughan, and Caitlin M. Drumheller (staff liaison).

The AOE guideline is the first AAO-HNSF-Clinical Practice Guideline to be updated five years post-publication. The guideline update authors include: Richard Rosenfeld, MD, MPH (Chair); Seth Schwartz, MD, MPH (Methodologist); C. Ron Cannon, MD; Peter Roland, MD; Geoffrey R. Simon, MD; K. Ashok Kumar MD; William W. Huang, MD, MPH; Helen Haskell (Consumer); and Peter Robertson, MPA (staff liaison). The original guideline was reviewed for relevancy this spring and it was determined the guideline will undergo a minor revision. The group met December 1, 2012, and is working to revise the document. We anticipate it will go out for external peer review in March and public comment in late April/early May.

AAO-HNS staff is collaborating with the Utrecht Medical School in The Netherlands to develop evidence-based critical reviews (EBCRs) which will be used to support and supplement this update. Presently, nine reviews have been developed by residents with oversight from senior staff. In the upcoming months, these EBCRs will be reviewed and a decision will be made as to whether a major or minor update will be necessary.

The following table contains 1) the cumulative number of page views for each AAO-HNSF guideline listed on the National Guidelines Clearinghouse (NGC) website from the time the guideline was posted to the NGC through December 2012 (provided by NGC), 2) the number of full-text accesses Jan-Dec from Otolaryngology–Head and Neck Surgery (provided by Sage) and 3) the number of citations for each product collected from Google Scholar through January 2013.

<table>
<thead>
<tr>
<th>CPG/CCS</th>
<th>Date published</th>
<th>National Guidelines Clearinghouse Page views from publication through December 2012</th>
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<td>Clinical consensus statement: nasal valve compromise</td>
<td>7/1/2010</td>
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<td>CPG: tonsillectomy in children</td>
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<tr>
<td>CPG: polysomnography for sleep-disordered breathing prior to tonsillectomy in children</td>
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<tr>
<td>CPG: sudden hearing loss</td>
<td>4/26/2012</td>
<td>10,033</td>
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</table>
Sinus Center of America calls Clinical Consensus Statement: Appropriate Use of CT for Paranasal Sinus Disease “A Landmark article.”

The AAO-HNSF received a letter from Thomas A. Kwyer, MD, Medical Director of the Sinus Center of America (SCOA) in early January 2013, congratulating the authors of the Clinical Consensus Statement: Appropriate Use of CT for Paranasal Sinus Disease for “publishing such a clear, concise and meaningful article that is likely to become a standard reference and foundation for future work in the diagnosis and treatment of sinus disease and related conditions.” To learn more about SCOA, visit http://www.sinuscenterofamerica.com/
Clinical Practice Guideline: Diagnosis and Management of Childhood Obstructive Sleep Apnea Syndrome

Peer reviewers were solicited from the following AAO-HNS/F Committees: Outcomes, Research and Evidence-based Medicine (OREBM), Airway and Swallowing Committee, Sleep Disorders Committee, Pediatric Otolaryngology Committee, and Pediatric Otolaryngology Education Committee. Special thanks to Scott E. Brietzke, MD, MPH; Debra Weinberger, MD; Judith E.C. Lieu, MD; Marc C. Thorne, MD; Charles F. Koopman, MD, MHSA; Laura J. Orvidas, MD; Giri Venkatraman, MD, MBA; Jennifer J. Shin, MD; Diego A. Preciado, MD, PhD; Stacey L. Ishman, MD; and Marci Lesperance, MD for their volunteerism. The guideline was published September 2012 in Pediatrics. Marcus CL, Brooks LJ, Draper KA, Gozal D, Halbower AC, Jones J, Schechter MS, Sheldon SH, Spruyt K, Ward SD, Lehmann C, Shiffman RN. Diagnosis and management of childhood obstructive sleep apnea syndrome. Pediatrics 2012 Sep;130(3):576-84.

Diagnosis and Management of Acute Otitis Media

Peer reviewers were solicited from the following AAO-HNS Committees: Pediatric Otolaryngology Committee, Otology and Neurotology Education Committee and Pediatric Education Committee. Special thanks to Diego A Preciado, MD, James W. Schroeder, MD; Maria T. Pena, MD; Nira A. Goldstein, MD; and Seilesh Babu, MD for their volunteerism. The guideline was published March 2013 in Pediatrics. Lieberthal AS, Carroll AE, Chonmaitree T, Ganiats TG, Hoberman A, Jackson MA, Joffe MD, Miller DT, Rosenthal RM, Sevilla XD, Schwartz RH, Thomas PA, Tunkel DE. The diagnosis and management of acute otitis media. Pediatrics. 2013 Mar;131(3):e964-99.

Diagnosis and Management of Acute Bacterial Sinusitis

Peer reviewers were solicited from the following AAO-HNS Committees: OREBM, Pediatric Otolaryngology Committee, Pediatric Otolaryngology Education Committee and Rhinology and Allergy Education Committee. Special thanks to James W. Schroeder, MD; Laura J. Orvidas, MD; William O. Collins, MD; David E. Tunkel, MD; DJ Trigg, MD; Matthew T. Brigger, MD; Maria T. Pena, MD; and David Poetker, MD for their volunteerism. The guideline is under review with the AAP board and will submitted for publication in the coming months.
Choosing Wisely®

American Board of Internal Medicine (ABIM) Foundation Choosing Wisely® Campaign

The AAO-HNSF is proud to have joined with 16 other specialty groups—each of which released a list of “Five Things Physicians and Patients Should Question” on February 21, 2013, as part of the Choosing Wisely® campaign. The AAO-HNSF list of recommendations was carefully selected after a review of the current evidence that included AAO-HNSF clinical practice guidelines. Each list includes language communicating when a particular test or treatment may be appropriate based on the current clinical evidence. Consumer Reports, along with a coalition of consumer partner organizations, is also a part of the Choosing Wisely effort and is working with many of the societies to help patients understand the tests and treatments that are right for them. For more information visit: www.entnet.org/choosingwisely

The AAO-HNSF’s List of Five Things Physicians and Patients Should Question:

1. Don’t order computed tomography (CT) scan of the head/brain for sudden hearing loss.
2. Don’t prescribe oral antibiotics for uncomplicated acute tympanostomy tube otorrhea.
3. Don’t prescribe oral antibiotics for uncomplicated acute external otitis.
4. Don’t routinely obtain radiographic imaging for patients who meet diagnostic criteria for uncomplicated acute rhinosinusitis.
5. Don’t obtain computed tomography (CT) or magnetic resonance imaging (MRI) in patients with a primary complaint of hoarseness prior to examining the larynx.

National Summit on Overuse

The Joint Commission and the American Medical Association-convened Physician Consortium for Performance Improvement® have joined forces to address patient safety and quality concerns through a National Summit on Overuse. As part of this initiative, five advisory panels were formed, each focusing on one of the following interventions:

- Elective percutaneous coronary intervention
- Tympanostomy tubes for middle ear effusion of brief duration
- Early term non-medically indicated elective delivery
- Appropriate blood management
- Antibiotics for uncomplicated viral upper respiratory infections

Richard M. Rosenfeld, MD, MPH, and David W. Roberson, MD, represented the AAO-HNSF on the tympanostomy tubes panel. The Summit was held September 24, 2012, in Rosemont, IL. The advisory panels validated the evidence and data on overuse, reviewed guidelines and quality measures, and identified and/or developed strategies or organizations and key stakeholders to reduce overuse. Stavros Tsipas, MA (AMA staff) and Elvira Ryan (Joint Commission staff) attended the second in-person meeting of the tympanostomy tubes guideline panel in early July. A white paper is expected to be published in 2013. Podcasts highlighting the events can be accessed at: http://www.jointcommission.org/podcast.aspx?CategoryId=12&F_All=y

Cochrane Colloquium

At the 20th annual Cochrane Colloquium in Auckland, New Zealand, two posters entitled Enabling physicians to develop high quality systematic reviews, and involving consumers in evidence-based medicine, were presented by AAO-HNS staff members, Peter Robertson, MPA, and Heather Hussey, MPH. The meeting was attended by the 2012 Cochrane Scholars, along with Richard M. Rosenfeld, MD, MPH; Stephanie Misono, MD, MPH; Stephanie L. Jones; and Peter Robertson, MPA.

Photo: (back row from left) Martin J. Burton, MA; Lisa Ishii, MD; Peter Robertson, MPA; Travis T. Tollefson, MD; (front row from left) Richard M. Rosenfeld, MD, MPH; Stephanie Misono, MD, MPH; Cecelia E. Schmalback, MD; and Stephanie L. Jones.

Cochrane Scholars

For the 8th year, the AAO-HNSF leadership and SAGE, publisher of Otolaryngology—Head and Neck Surgery, offered four travel grants for AAO-HNS members to attend the Cochrane Colloquium, featuring a full scientific program and approximately 60 training and discussion workshops related to systematic reviews. Systematic reviews have a high citation rate, and serve as the foundation for evidence-based clinical practice guidelines, clinical performance measures, and maintenance of specialty certification. This program was developed to foster AAO-HNS member involvement in systematic reviews. In exchange for receiving an AAO-HNSF travel grant, Cochrane Scholars agree to initiate and submit a systematic review to the Journal for publication consideration within 12-months.

Congratulations to the 2013 Cochrane Scholars!

Awarded $2,500 travel grants to attend the 2013 Cochrane Colloquium, September 19-23, in Quebec City, Canada.

Clockwise from top left: Adam Mikial Zanation, MD, University of North Carolina; Macario Camacho, MD, Stanford University; Jason L. Acevedo, MD, Reynolds Army Community Hospital; Vikas Mehta, MD, LSU Health Sciences Center
In an effort to foster involvement in guideline development and encourage participation in guideline development groups, the AAO-HNSF continues the G-I-N Scholars program in 2013. The 2012 program offered four AAO-HNS members travel grants to attend the Guidelines International Network (G-I-N) North America (NA) Conference in New York. Recipients of a G-I-N Scholar award agree to serve on an upcoming AAO-HNSF clinical practice guideline panel. Awardees also agree to submit a commentary to Otolaryngology – Head and Neck Surgery about a specific aspect of the guideline e.g., development, dissemination, adaptation, implementation, etc. within three months of publication of the clinical practice guideline for which they have served as a panel member.

In 2013, the AAO-HNSF received 14 competitive applications for four G-I-N Conference Scholar awards, and candidates were assessed according to qualifications and experience, and interest and engagement in the clinical practice guideline development process.

Congratulations to the 2013 G-I-N Scholars!
Awarded $2,500 travel grants to attend the 2013 G-I-N Conference in San Francisco, CA
AAO-HNSF will fund an additional four G-I-N Scholars to attend the 2014 G-I-N conference. More details will be released as they are available.

E-GAPPS Conference in New York, NY
In December 2012, AAO-HNS staff members Stephanie L. Jones; Peter Robertson, MPA; Heather M. Hussey, MPH; and Caitlin M. Drumheller, along with the 2012 G-I-N Scholars attended the Evidence-Based Guidelines Affecting Policy, Practice and Stakeholders (E-GAPPS) Conference. It is co-sponsored by the Guidelines International Network North America (G-I-N NA) and the Section on Evidence Based Health Care (SEBHC) of the New York Academy of Medicine. Additional AAO-HNS members in attendance included: Lee Eisenberg, MD; David Tunkel, MD; and J. Gail Neely, MD.

Richard M. Rosenfeld, MD, MPH; Peter Robertson, MPA; and Stephanie L. Jones delivered a presentation entitled, “How can health care networks develop policy autonomy within an environment shaped by external mandates?” to more than 100 attendees. The session highlighted how the AAO-HNS has incorporated the Institute of Medicine Standards for Trustworthy Guidelines into its guideline development process.

Upcoming issues of Otolaryngology – Head and Neck Surgery will contain commentaries by our 2012 G-I-N Scholars. The first is entitled Closing the clinical gap: Translating best practice knowledge to performance with guidelines implementation by Lisa Ishii, MD. Each of the 2012 G-I-N Scholar commentaries will address one of the four themes of the 2012 Guidelines International Network (G-I-N) North America Meeting, E-GAPPS.