

CSANZ Position Statement /Position Statement Update/Practice Update

Proposer

1. CSANZ Board
2. CSANZ Council
3. CSANZ Working Group - approved by, and associated with at least one Council or to be approved by the Board

Complete Position Statement or Practice Update form section 1: Note of Intent

QSC Checklist

1. Name of Document
2. Background
3. Writing Group Members
 - Named
 - Listed expertise appropriate for document intent
 - Representative of relevant Craft Groups
 - Representative of Australia and NZ
4. Determine if additional CSANZ Council/ other input is required
5. Assess process
 - Open call
 - Adequate stakeholder
 - Multidisciplinary
 - Consumer representation
 - Binational
 - Conflict of Interest (COI) and management
6. External peer review*
 - Input planned and identified

1. Manuscript written
2. Complete Position Statement or Practice Update form section 2 either
 - Position Statement Template, or
 - Practice Update Template

Complete Position Statement or Practice Update form section 3 – Cover Letter

Manuscript submitted to QSC

- ### QSC reviews document
1. Makes suggestions
 2. May request additional external review
 3. Proceeds to QSC decision

- ### QSC Chair
1. Writes to author to advise submitting to Board for ratification
 2. Writes to author declining submission to Board for ratification

QSC Informs Proposer

QSC Decision

Declines proposal

QSC Informs Proposer

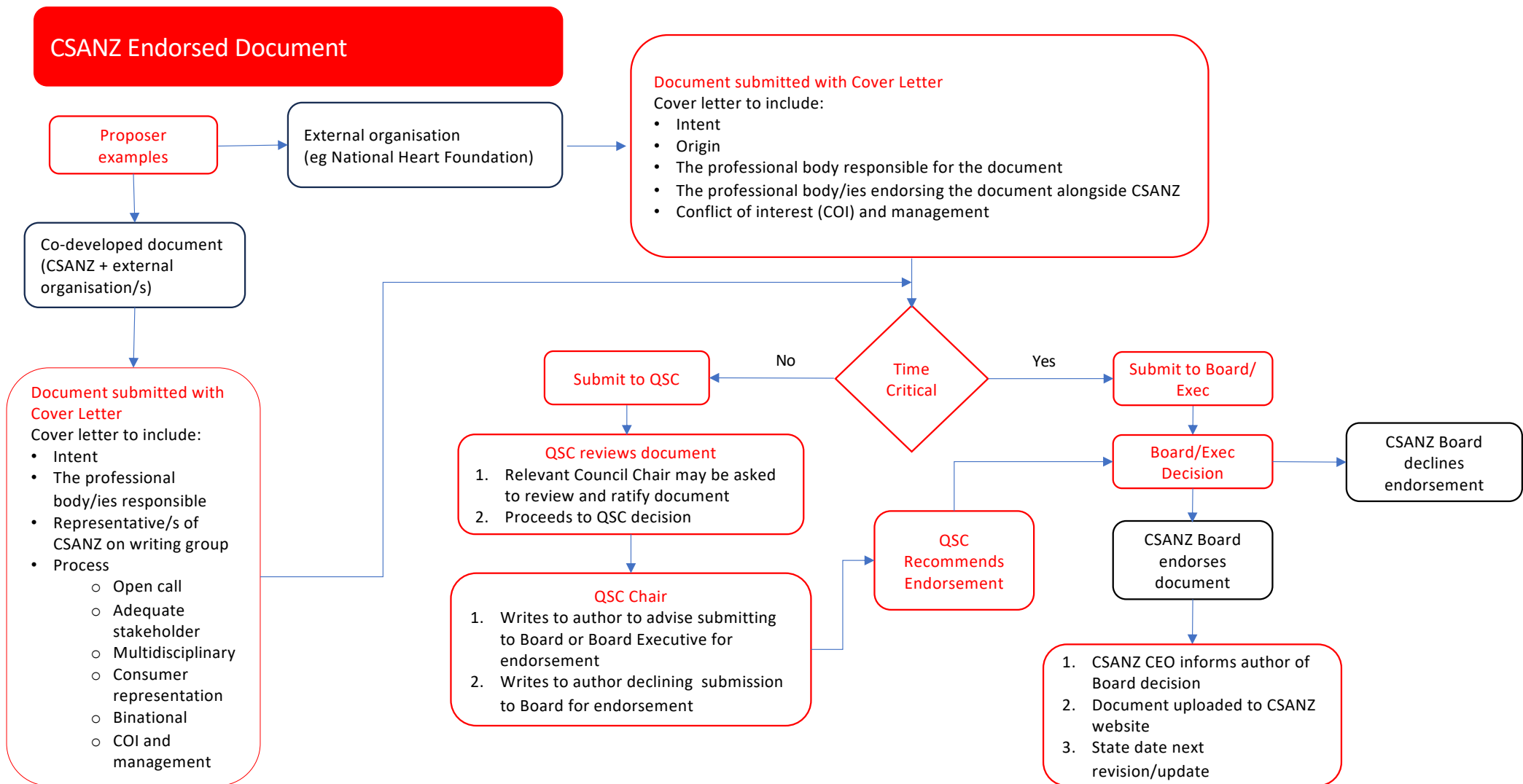
Board Decision

CSANZ Board rejects ratification

CSANZ Board ratifies document

1. CSANZ CEO informs author of Board decision
2. Document uploaded to CSANZ website
3. State date next revision/update
4. Encourage author to submit to Heart Lung Circulation journal (external process)

*The QSC serves as an approval committee, not a peer review committee. Whilst the QSC committee provides feedback, this does not replace expert external review.
 **CSANZ Document Governance (<https://www.csanz.edu.au/csanz-position-statements-process/>)



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 **CSANZ Document Governance /)