



Clinical Content Reviewers - Terms of Reference

Context

As part of the Continence Foundation of Australia's (the Foundation) strategic objective, "Ensure better access for all", the Foundation follows a formal process to review clinical content resources that will ensure the delivery of high-quality, evidence-based information and education to individuals, carers and healthcare professionals.

The Foundation is the national peak body promoting bladder and bowel control health. It delivers continence specialist subject matter to various consumers and workforce participants who engage with individuals at risk of or with incontinence and is a subject matter leader in the sector. The Foundation is strengthening the clinical content review process and is establishing a pool of clinical content reviewers with specialist subject matter expertise to engage in this work.

The review process ensures that all materials used in resources and learning activities reflect evidence-based best practices, are current, presented at an appropriate level of detail and complexity for the target audience, easily accessible, and appropriate to the learning and information needs of the designated target group. When material is developed for the workforce, the review process will help to ensure that it is suitable for the variety of workplace contexts that employ these individuals.

Purpose

- Review content material to ensure it is accurate, current, evidence-based best practice and appropriate to meet the needs of its identified audience
- Contribute to developing new content material in a specialist area of expertise.

Scope

- Clinical content material includes but is not limited to educational material, fact sheets, brochures, booklets, videos, web animations, and Bridge magazine
- The audiences for the resources can include health professionals, education professionals, fitness professionals, individuals, carers, and the general community, including those from diverse socio-ethnic backgrounds and those with limited literacy.

Functions

- Review clinical content material to ensure it is accurate, current, and evidence-based best practice suitable for the intended audience
- Contribute to the development of new content material in an area of identified need with a specialist area of expertise
- For educational material, participate in a blind review and, when required, double-blind review to provide independent and anonymised feedback
- For consumer material, ensure the core clinical message is intact when the material is adapted to meet the needs of consumers from diverse socio-ethnic backgrounds and those with limited literacy. The material may include publications through various mediums, such as video and animation

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- For the Bridge magazine review, ensure the clinical content supports the theme, there are no contradictions and conflicting messaging, and commercially paid advertisements are consistent with the Foundation's messaging.

Support

- The Foundation will provide a guideline document and a review feedback form to assist with the review process
- The Foundation will provide administrative support to coordinate the review process, including the blind-review
- The Foundation will reimburse any pre-approved costs incurred to undertake the review.

Oversight

- The Clinical Content Committee has oversight of the clinical content development and review process
- The Foundation's Programs Team has the operational responsibility to facilitate the clinical content development and review process
- If required, the Programs Team may refer to a renowned expert overseas or an external organisation for condition-specific information relevant to the specific material under review, e.g., Diabetes Australia, Dementia Australia.

Eligibility criteria and term

- Be a clinician registered with the Australian Health Practitioner Regulatory Agency (AHPRA) or, if retired, be not more than three years out of clinical practice
- Must have had at least three years' experience working within the continence field
- Must have discipline-specific expertise.

The term of a reviewer is two years, with a further two-year tenure upon application.

Reviewers – areas of expertise

Reviewers will include, but not limited to, the following areas of expertise:

- Nurse continence specialists
- Urology nurses
- Pelvic health physiotherapists
- Geriatricians
- Urologists/Urogynaecologists
- Gastroenterologists/Colorectal surgeons
- Relevant Foundation project coordinator

Conflict of interest

A reviewer must declare any conflict of interest in the review form to ensure objectivity and transparency of feedback.