

AAO-HNS Guideline Task Force Expert Consensus Statement (ECS) Information and Topic Submission Form

Definition

- **Expert Consensus Statements (ECS)** reflect opinions synthesized from an organized group of experts into a written document. ECS should reflect the expert views of a panel of individuals who are well-versed on the topic of interest while carefully examining and discussing the scientific data available. They are not to be confused with a formal evidence review and are not developed in accordance with clinical practice guidelines. Additionally, Consensus Statements are not intended as a legal documents or a primary source of detailed technical information.
- A Consensus Method (CM) is a formal process that allows information to be synthesized into the ECS for topics where evidence is insufficient to support formal guideline development. Furthermore, CMs allow the insights of appropriate experts to be solicited and may fill the gap for areas void of quality research evidence.

Purpose

- Physicians use ECS to improve patient care, reduce variations in practice, and minimize complications.

Level of Evidence

- Level of evidence will vary based on the quality and consistency of the supporting literature. Risk of bias is reduced through formal consensus processes, but is higher than that associated with guidelines.

Process to Create

- Expert Consensus Statements are developed with input from primarily otolaryngologists, but may include other medical specialists, nurses, allied health professionals where appropriate. Three common methods for creating an ECS are: 1) The Delphi Method, 2) The Nominal Group Technique, and 3) The Consensus Development Conference. The AAO-HNS uses a modified Delphi Method. See the AAO-HNS Consensus Statement Development Manual at: http://oto.sagepub.com/content/153/2_suppl/S1.full

Examples

- Tracheostomy Care
- CT Imaging Indications for Paranasal Sinus Disease
- Diagnosis and Management of Nasal Valve Compromise

Review Cycle

- As Needed

**Disclaimers for all Guidance Documents are included. To view specific documents and the disclaimer, visit:*
<https://www.entnet.org/content/expert-consensus-statements>

Topic Submission Form

Submitted by:	
Sponsoring entity/AAO-HNS committee:	
Please appoint one representative to attend a planning call in case the topic gets selected for development:	
Proposed Topic:	
Was this topic previously submitted to the GTF? If yes, please note the year(s) it was submitted.	
Category	<input type="checkbox"/> Allergy <input type="checkbox"/> Head and Neck <input type="checkbox"/> Laryngology <input type="checkbox"/> Otology <input type="checkbox"/> Neurotology <input type="checkbox"/> Facial Plastics/Reconstructive <input type="checkbox"/> Pediatrics <input type="checkbox"/> Rhinology <input type="checkbox"/> Sleep <input type="checkbox"/> Other, specify
General comments:	
Rationale: Do current consensus statements exist?	
Briefly describe prevalence, incidence, and socioeconomic burden and if possible, provide the percent of patients who are not currently receiving optimal care	
What is known about poor outcomes from sub-optimal treatment of this condition/topic?	
Please describe any gaps in practice and quality improvement	

opportunities that this topic would address.	
How could a consensus statement on this topic positively impact clinical practice or patient outcomes?	
Please list in bullets or questions the 3 to 5 most pressing aspects of care related to this topic.	
Besides Otolaryngology, what other specialties, sub-specialties, patient advocacy groups or stakeholders should be represented on the development panel?	
Please provide any important selected references:	