Glossary

**Adaptation:** A systematic approach for considering the endorsement or modification of guidelines produced in one setting for application and implementation in another as an alternative to de novo guideline development or as a first step in the process of implementation, while preserving evidence-based principles. (Fervers 2011)

**Adoption:** The use of existing trustworthy recommendations without modification from the original, while providing information on how to implement them. (Shunemann 2017)

**Conflict of interest:** A set of circumstances that creates a risk that professional judgment or actions regarding a primary interest will be unduly influenced by a secondary interest (Institute of Medicine 2009)

**Contextualisation:** The process that occurs when a guideline and its recommendations are adopted without modification but further information is provided (caveats, additional considerations) to account for local contexts, such as workforces issues, availability of interventions, local resources etc. (Dizon, Machingaidze et al. 2016)

**Evidence statements:** Statements that summarise the body of evidence with regard to specific questions (see NHMRC additional levels of evidence and grades for recommendations for developers of guidelines (2009))

**Evidence table:** A table that summarise the characteristics of the studies included, ideally containing details of the author and year of publication, study design, intervention, number of participants and studies, outcomes, the quality of the study, and any other comments (see Chapter 11.2.2 of the Cochrane Handbook).

**GRADE evidence-to-decision tables (EtD tables):** Frameworks that structure the formulation of recommendations, including detailed information on decisions made with regard to questions, criteria, evidence, judgements and conclusions.

**Interest:** A commitment, goal or value arising from personal beliefs, past experience, intellectual commitments, personal or professional relationships, financial ties etc. (adapted from Bero and Grundy 2016)

**Primary interest:** A commitment to the principal goals of an activity, such as the health of patients, the integrity of research, or the duties of a health professional.

**Secondary interest:** An interest that could detract from or conflict with the primary interest, such as personal benefit including financial gain, motivation for professional advancement, or the wish to do favours for family and friends.

**Summary of findings table:** A table containing the main findings of an evidence review, based on a specific question and selection of outcomes (see Chapter 11.5.3 of the Cochrane Handbook).