

O79

## Refinement of the ADAPTE manual and process to fit the needs of the CoCanCPG partners

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**Background:** One way to avoid duplication of clinical practice guideline (CPG) development is the adaptation of existing CPGs to a specific organisational and cultural context. Reasonable adaptation requires a common methodology which guarantees easy handling and acceptance by international partners. For the European project "Coordination of Cancer Clinical Practice Guidelines" (CoCanCPG), a common manual for CPG adaptation was developed from the work of the ADAPTE Collaboration.

**Purpose:** Tailoring the ADAPTE manual and process to fit the needs of the 18 CoCanCPG partners.

**Methods:** The development of the CoCan-ADAPTE manual included the following steps:

- (1) Survey of partners' recognition of the ADAPTE manual
- (2) Development of the 1<sup>st</sup> draft of the CoCan-ADAPTE manual
- (3) Survey of partners' recognition of the CoCan-ADAPTE manual
- (4) Pilot testing of the CoCan-ADAPTE manual by interested partners
- (5) Development of the CoCan-ADAPTE manual

**Results:** The survey (written interview, July 2008) showed that a) not all partners develop or adapt CPGs b) the ADAPTE manual was not known by all CPG developers, c) all partners have specific CPG development processes, d) most partners were optimistic about adaptation, e) proposals were made for changing the ADAPTE manual. According to results, it was decided to provide brief principles on modules not specific to adaptation and to change the order and content in those related to adaptation, including detailed description of process, tools and deliverables. Some results from CoCanCPG Working Groups were also included in the draft manual. Moreover, the partners could use their own in-house procedures to complete the modules not related to adaptation.

**Conclusion:** The ADAPTE manual was shortened and the order and content of modules and steps related to adaptation were changed to fit the needs of all CoCanCPG partners. Ongoing pilot testing will give more information about applicability and acceptability of the tailored manual.