



ANNUAL REPORT

November 2005 – September 2006

Guidelines International Network

is a Scottish Guarantee Company, established under Company Number SC243691
and is also a Scottish Charity, recognised under Scottish Charity Number SC034047.

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Administrative Secretariat: Agency for Quality in Medicine, Wegely Str. 3, 10623 Berlin, Germany



G-I-N Members and Partners

September 2006

66 organisations representing 32 countries

NORTH / SOUTH AMERICA

Agency for Healthcare Research and Quality (AHRQ), US
Brazilian Medical Association (AMB), BR
Center for International Rehabilitation (CIR), US
Guidelines Advisory Committee (GAC), CA
National Kidney Foundation (NKF), US

ASIA

Professional Development and Quality Assurance, Department of Health (PDQA-DoH) HK
Medical Information Network Distribution Service Center, Japan Council for Quality Healthcare (Minds Center), JP
ZDRAV Plus Project (ZPLUS), KZ
HTA Unit, Ministry of Health, Malaysia, MY

EUROPE

Austrian Association for Quality in Healthcare (evidence.at), AT
Vienna Medical Chamber (AEKW), AT
Belgian Centre for Evidence-Based Medicine (CEBAM), BE
Domus Medica: Flemish College of General Practitioners (DM, formerly WVVH), BE
Danish Centre for Evaluation and HTA (DACEHTA), DK
Estonian Health Insurance Fund, EE
Centre for Pharmacotherapy Development (ROHTO), FI
Current Care; Finnish Medical Society DUODECIM, FI
Finnish Office for HTA (FinOHTA), FI
French National Health Authority (HAS formerly ANAES), FR
National Federation of Cancer Centres (FNCLCC), FR
Agency for Quality in Dentistry (ZZQ), DE
Agency for Quality in Medicine (AEZQ/AQuMed), DE
Association of Scientific Medical Societies (AWMF), DE
Berlin Chamber of Physicians (AEKB), DE
German National Institute for Quality Measurement in Health Care (BQS), DE
Federal Joint Committee (GBA), DE
Institute for Quality and Efficiency in Healthcare (IQWiG), DE
The Mental Health Commission (MHC), IE
Italian Evidence-Based Medicine Group (GIMBE), IT
Regional Health Agency Emilia Romagna (ASR), IT
Moldavian Association of Perinatal Medicine, MD
Dutch Association of Comprehensive Cancer Centres (ACCC), NL
Dutch College of General Practitioners (NHG), NL
Dutch Institute for Healthcare Improvement (CBO), NL
Royal Dutch Society for Physical Therapy (KNGF), NL



Trimbos-Inst. - NL Institute of Mental Health & Addiction, NL
Directorate for Health and Social Affairs (SHdir), NO
Center for EB, Univ. of Lisbon School of Medicine (CEMBE), PT
Institute for Quality in Healthcare (IQS), PT
Center of Health Policies and Services (CPSS), RO
National Center for Studies in Family Medicine (CNSMF), RO
National School of Public Health and Health Services Management (INCDS), RO
Slovene Guidelines Group (SSG), SI
Basque Office for HTA (OSTEBA), ES
Catalan Agency for Health Technology Assessment and Research (AATRM), ES
Josep Laporte Library Foundation (FBJL), ES
Spanish Network for Research on Guidelines (REDEGUIAS), ES
National Board of Health and Welfare, Socialstyrelsen (SOS), SE
Clinical Epidemiology Centre (CePic), University Hospital Lausanne, CH
Swiss Federal Office of Public Health (BAG), CH
Swiss Medical Association (FMH), CH
National Institute for Clinical Excellence (NICE), UK
Royal College of Nursing (RCN), UK
Scottish Intercollegiate Guidelines Network (SIGN), UK
Sowerby Centre for Health Informatics at Newcastle (SCHIN), UK

OCEANIA

Joanna Briggs Institute (JBI), AU
Nat. Health & Medical Research Council (NHMRC), AU
National Heart Foundation of Australia (NHFA), AU
National Institute of Clinical Studies (NICCS), AU
Therapeutic Guidelines Ltd, (TGL) AU
NZ Accident Compensation Corporation (ACC), NZ
New Zealand Guidelines Group (NZGG), NZ

INTERNATIONAL

European Union of Medical Specialists (UEMS)
World Health Organisation (WHO)

G-I-N Partner

AGREE Research Trust (ART)
World Medical Association (WMA)





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Abbreviations

AATRM	Catalan Agency for Health Technology Assessment and Research, ES
ACC	New Zealand Accident Compensation Corporation, NZ
ACCC	Dutch Association of Comprehensive Cancer Centres, NL
AEKB	Berlin Chamber of Physicians, DE
AEKW	Vienna Medical Chamber, AT
AMB	Brazilian Medical Association, BR
ART	AGREE Research Trust
AHRQ	Agency for Healthcare Research and Quality, US
AQuMed / AEZQ	Agency for Quality in Medicine, DE
ASR	Regional Health Agency Emilia Romagna, IT
AWMF	Association of Scientific Medical Societies, DE
BAG	Swiss Federal Office of Public Health, CH
BQS	German National Institute for Quality Measurement in Healthcare, DE
CBO	Dutch Institute for Healthcare Improvement, NL
CEBAM	Belgian Centre for Evidence-Based Medicine, BE
CEMBE	Center for EbM, Univ. of Lisbon School of Medicine, PT
CePiC	Clinical Epidemiology Centre, University of Lausanne, CH
CIR	Center for International Rehabilitation, US
CNSMF	National Center for Studies in Family Medicine, RO
CPSS	Center for Health Policies and Services, RO
DACEHTA	Danish Centre for Evaluation and Health Technology Assessment, DK
DM	Domus Medica vzw; Flemish College of General Practitioners (formerly WVVH), BE
DUODECIM	Finnish Medical Society, FI
EHIF	Estonian Health Insurance Fund, EE
evidence.at	Austrian Association for Quality in Healthcare, AT
FBJL	Josep Laporte Library Foundation, ES
FINOHTA	Finnish Office for Health Care Technology Assessment, FI
FMH	Swiss Medical Association
FNCLCC	National Federation of Cancer Centres, FR
GAC	Guidelines Advisory Committee, CA
GBA	Federal Joint Committee, DE
GIMBE	Italian Evidence-Based Medicine Group, IT
HAS	French National Health Authority (formerly ANAES), FR
HTA-DoH	HTA Unit, Ministry of Health Malaysia, MY
INCDS	National School of Public Health and Health Services Management, RO
IQS	Institute for Quality in Healthcare, PT
IQWiG	Institute for Quality and Efficiency in Healthcare, DE
JBI	Joanna Briggs Institute, AU
KNGF	Royal Dutch Society for Physical Therapy, NL
MAPM	Moldavian Association of Perinatal Medicine, MD
MHC	The Mental Health Commission, IE
Minds Center	Medical Information Network Distribution Service Center, Japan Council for Quality Health Care, JP

NHFA	National Heart Foundation of Australia, AU
NHG	Dutch College of General Practitioners, NL
NHMRC	National Health and Medical Research Council, AU
NICE	National Institute for Health and Clinical Excellence, UK
NICS	National Institute of Clinical Studies, AU
NKF	National Kidney Foundation, US
NZGG	New Zealand Guidelines Group, NZ
OSTEBA	Basque Office for Health Technology Assessment, ES
PDQA-DoH	Professional Development and Quality Assurance, Department of Health, HK
RCN	Royal College of Nursing, UK
REDEGUIAS	Spanish Network for Research on Guidelines, ES
ROHTO	Centre for Pharmacotherapy Development, FI
SCHIN	Sowerby Centre for Health Informatics at Newcastle, UK
SGG	Slovene Guidelines Group, SI
SHDIR	Directorate for Health and Social Affairs, NO
SIGN	Scottish Intercollegiate Guidelines Network, UK
SOS	National Board of Health and Welfare Socialstyrelsen, SE
TGL	Therapeutic Guidelines Ltd., AU
TRIMBOS	Trimbos-Institute - Netherlands Institute of Mental Health & Addiction, NL
UEMS	European Union of Medical Specialists
WHO	World Health Organisation
WMA	World Medical Association
ZPLUS	Zdrav Plus Project – Kazakhstan, Kyrgyzstan, Uzbekistan, Tajikistan, Turkmenistan
ZZQ	Agency for Quality in Dentistry, DE

Chairpersons' Foreword



It is a great pleasure to present the fourth Annual Report of the Guidelines International Network. We are grateful and proud that G-I-N continues to be a living and active network. Our membership has been increasing again this year, and now we are a network of 66 organisations from 32 countries. This is undeniably impressive – and also signifies a genuine need for collaboration.

G-I-N is first and foremost a network for its members. These members share their valuable guidelines, other material and information about their activities within the website. Our annual member survey was well received, showing continuous interest in this unique network and providing many exciting new ideas. The website is actively used, and the guideline library with over 3600 documents will be developed to be even more comprehensive with the efforts of our new webmaster. We will also work to provide enhancements proposed by our members.

During its fourth year of existence, the Guidelines International Network has continued to strengthen its structures. A number of active working groups develop tools and methods for the network, for example, developing our website to be more responsive to member needs. The Board and Executive have been guiding the development of the organisation, strongly supported by G-I-N staff members. Especially the telephone meetings require excellent organisation and stamina, as we may have more than a dozen people over eight different time zones, morning to late night, discussing core decisions. We would like to thank all active G-I-N members and staff very warmly for their ideas, enthusiasm, and hard practical work.

This year G-I-N meetings have been organised in a smaller context. The G-I-N Satellite Symposium to HTAi 2006 in Australia combined two very successful events, thanks to the tremendous support from G-I-N members in the region. The Network has also been represented in two European scientific projects, Simpatie and EUnetHTA.

And now we are looking forward to the regional G-I-N symposium in Europe, which will link two meetings for health professionals interested in clinical practice guidelines in Vienna, Austria and in Budapest, Hungary. Both meetings have been successful in recruiting support from several sources and, most importantly, many participants. This will be the first example of a regional meeting; the idea of alternating large international events and smaller regional meeting with more local flavour will now be

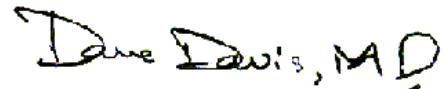
tested. Good luck to Guidelines on the Danube, and we hope to see many proposals for the next regional meeting to be held in 2008.

In its development from a newly established organisation to a more mature one, G-I-N is acquiring new skills and facing new demands. Meetings are face-to-face but once a year; website and library provide the daily contact between members. In Vienna, we will discuss priorities for coming years; we feel that the library and website definitely continue to be the top priority. Also among these priorities are renewed commitments to determining and meeting member needs, and the expansion of our network to include many regions not currently represented. We hope this latter initiative will welcome new members from North and South America. To this end, we are actively - and with lots of excitement - planning our fourth annual meeting in Toronto, August 22-25, 2007 (www.gin2007.org).

Thank you, friends and colleagues in guideline development, use and implementation, for making G-I-N a living network this year once again! We invite you to share the challenge and the experience in 2007.



Marjukka Mäkelä



Dave Davis

G-I-N objectives and aims

The Guidelines International Network is an international not-for-profit association of organisations and individuals involved in clinical practice guidelines. G-I-N seeks to improve the quality of health care by promoting systematic development of clinical practice guidelines and their application into practice, through supporting international collaboration ⁽¹⁾.

The Network aims at:

- promoting the systematic development, dissemination, implementation and evaluation of clinical practice guidelines
- improving and harmonising guideline methodologies
- developing and maintaining an international Guideline Library, enabling the systematic search, comparison and dissemination of clinical practice guidelines from all G-I-N members
- promoting international collaboration in guideline activities and improving coordination with other health care quality initiatives
- support research relating to clinical practice guidelines and to facilitate the implementation of research findings into practice
- organise and promote trans-national project groups, training courses, events and conferences
- preparing and publishing articles on guidelines.

G-I-N Background

Clinical practice guidelines are regarded as powerful tools to achieve effective and efficient health care. Many consider that they bridge the gap between the growing streams of research findings and actual clinical practice.

Many countries have built up experience in the development, appraisal, and implementation of guidelines at professional, organisational, regional, and national levels.

Active cooperation between national and international guideline organisations could reduce duplication of effort. This could occur with the exchange of existing guidelines, systematic reviews and evidence reports, by joint development of methodology, collaboration in literature searches for revision of guidelines, and organising joint peer review of draft guidelines.

This led to a proposal for an international guidelines network built on existing partnerships in 2001. A structured questionnaire was issued in spring 2002 to all known national organisations working in the guideline field. The survey confirmed a strong demand for an international guideline network⁽²⁾. In November 2002 a steering committee agreed the main objectives, areas of interest, and possible working agenda for the network and founded the forum under the name of "Guidelines International Network (G-I-N)".

¹ G-I-N Memorandum and Articles of Association:
www.g-i-n.net/index.cfm?fuseaction=about&fusesubaction=docs&documentID=5

² Ollenschläger G, Marshall C, Qureshi S, Rosenbrand K, Burgers J, Mäkelä M Slutsky J. Improving the Quality of Health care: Using international collaboration to inform guideline programmes - by founding the Guidelines International Network G-I-N. *Qual Saf Health Care* 2004;13:455-460

Between December 2002 and March 2003 a total of 37 organisations became founder members of G-I-N. The Network was formally constituted as a Scottish Guarantee Company and recognised as a Scottish charity in February 2003.

By September 2006, 64 organisations representing 32 countries had joined the Network as members or official partners including institutions from America, Asia, Europe, and Oceania, and WHO.

Membership

Organisational Members

As at September 2006 the Guidelines International Network had **64 Organisational Members**³:

- Till September 2006, 11 further organisations joined the Network in 2006 (cf Table 1).
- Four organisations resigned their membership.

Table 1: Organisations, which joined G-I-N in 2006

Australia	• National Heart Foundation of Australia (NHFA)
Austria	• Vienna Medical Chamber (AEKW)
Brasil	• Brazilian Medical Association (AMB)
Finland	• Centre for Pharmacotherapy Development (ROHTO)
Ireland	• The Mental Health Commission (MHC)
Portugal	• Center for Evidence-based Medicine, Univ. of Lisbon School of Medicine (CEMBE)
Romania	• National Center for Studies in Family Medicine (CNSMF) • National School of Public Health and Health Services Management (INCDS)
Spain	• Catalan Agency for Health Technology Assessment (AATRM)
United States	• Center for International Rehabilitation (CIR)
Europe	• European Union of Medical Specialists (UEMS)

³ **Organisational Members:** Any corporate body or unincorporated association (or equivalent internationally) which is: a non-profit-distributing body or association, involved in developing, disseminating, implementing, or evaluating clinical practice guidelines, or otherwise active in the guidelines field, committed to adopting evidence-based practice as the guiding principle for its processes, working in accordance with international standards for clinical practice guidelines, transparent about its sources of funding.

Chart 1: Membership development organisational members 2002 – 2006



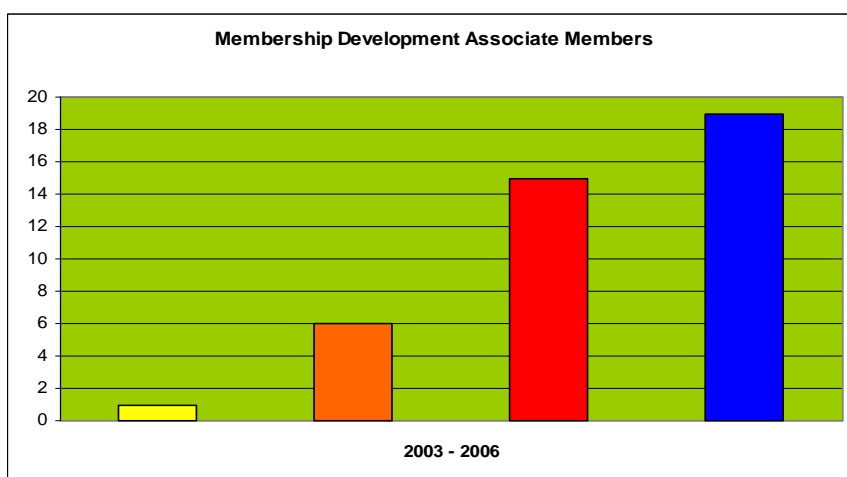
Associate Members

As at September 2006 G-I-N had 19 associate members⁴ from 12 countries, 4 individuals joined the Network in 2006 (cf Table 2), four members left the network, two of them became organisational members.

Table 2: Individuals who joined G-I-N in 2006

- Jos Kleijnen, UK
- Fernando Manuel Moura, PT
- John Parker, CA
- Douglas Stirling, UK

Chart 2: Membership development associate members 2003 - 2006



⁴ Any other corporate body or unincorporated association which does not fulfil the criteria for organisational members and any individual who is active in the field of clinical practice guidelines. Associate Members are not eligible either to stand for election to the Board or to vote. 10

G-I-N Partners

In 2005, the Board decided to create a new membership category "G-I-N Partner" which is awarded to organisations with special interest for G-I-N. G-I-N Partners are not members according to the Articles of Association. This partnership aims at a "win-win" situation for both partners, to promote G-I-N among members of the partner organisation and on the other hand this organisation can take profit of the G-I-N expertise.

As at September 2006, G-I-N had established an official partnership with two organisations:

- **AGREE Research Trust (ART)**
- **World Medical Association (WMA)**

More detailed information about the specific aims and goals of these partnerships are available on www.g-i-n.net (search for ART or WMA).

G-I-N Honorary Patron

During the 3rd Annual General Meeting in Lyon, Prof. Dr. Dr. med. Günter Ollenschläger FRCP (Edin) was appointed Honorary Patron of the Network in appreciation of his tremendous commitment and outstanding work for G-I-N.

He has been G-I-N's founding chair and directed the network during its first years from 2003 till 2005.



Organisation and Management

Board of Trustees, Executive Committee

The affairs of G-I-N are directed and managed by a Board of Trustees comprising

- up to 12 individual persons elected by the Organisational Members; and
- up to 3 individual persons co-opted by the Board; and
- the Treasurer appointed by the Board; and
- the immediate past Chairman for one year after retirement.

The Executive Committee manages and implements the Board's strategies comprising the Chairperson, Vice-Chairperson, Treasurer, the Principal Officer of the Network and up to 3 Trustees appointed by the Board.

Table 3: G-I-N Board of Trustees 2005-2006

Heather Buchan National Institute of Clinical Studies, AU	
Jako Burgers Dutch Institute for Healthcare Improvement, NL	Member of the Executive Committee
Dave Davis Ontario Guidelines Advisory Committee, CA	Vice-Chair, Member of the Executive Committee
Regina Kunz Basel Institute for Clinical Epidemiology, CH	
Marjukka Mäkelä Finnish Office for Health Technology Assessment, FI	Chair, Member of the Executive Committee
Catherine Marshall, NZ	Member of the Executive Committee G-I-N Honorary Patron
Najoua Mlika-Cabanne French National Health Authority, FR	
Günter Ollenschläger Agency for Quality in Medicine, DE	Treasurer, Member of the Executive Committee, G-I-N Honorary Patron
Richard Shiffman Yale Center for Medical Informatics, US	Co-opted Trustee
Sadasivan Sivalal formerly HTA Unit, Dep. of Health, MY	Co-opted Trustee
Jean Slutsky Agency for Health Research and Quality Medicine, US	
Airton Stein Universidade Luterana do Brasil, BR	Co-opted Trustee
Sara Twaddle Scottish Intercollegiate Guidelines Network, UK	Member of the Executive Committee

The full Board had three teleconferences and a reunion in Lyon (FR), 7th December 2005. The Executive Committee additionally convened five times by telephone conference.

Advisory Committee

In 2004 the Board established an Advisory Committee. In 2006 members of the Advisory Committee assisted the Board in reshaping the arrangements of the G-I-N conferences and gave advice on strategic matters.

Table 4: G-I-N Advisory Committee

Andrea Rita Horvath MD, PhD, EurClinChem, FRCPath	Professor, Department of Clinical Chemistry, University of Szeged, Albert Szent-Gyorgyi Medical School, Hungary
Minna Kaila MD, PhD	Paediatric Allergologist Chief Physician, Unit of General Practice Pirkanmaa Hospital District, Finland
Niek S. Klazinga Prof., Dr.	Professor of Social Medicine, AMC – UvA, Dept. of Sociale Medicine, Amsterdam, The Netherlands
Sir J. A. Muir Gray, CBE, MD, FRCP (Glas & Lond)	Director, National Electronic Library for Health Director, National Screening Committee Institute of Health Sciences, Oxford, United Kingdom
Alan Pearson, RN, MSc, PhD, FAAG, FRCN	Executive Director of the Joanna Briggs Institute Adelaide, Australia
Roland Schaffler, Mag	Austrian Association for Quality in Health Care Graz, Austria
Paul Shekelle MD, PhD	Director, Southern California EPC-RAND Santa Monica, CA, USA

Principal Officer

The Network's projects and administration have been co-ordinated by the G-I-N Principal Officer, Dr. Angela Maienborn. Main duties and responsibilities include:

- Overseeing the management and administration of the network
- Building up and maintaining an effective relationship and information management between the existing and prospective members of G-I-N
- Preparing and managing financial issues together with the administrative secretariat and supported by the Treasurer
- Implementation of policies and decisions set or made by the Executive Committee and/or the Board of Trustees
- Preparing, operating and post processing Board/Executive meetings / teleconferences
- Operating elections, annual general meetings, creation of the Annual Report
- Development and improvement of the website (guideline library) together with the webmaster and the website content group
- Support of working groups
- Representing G-I-N at international meetings and negotiations.

G-I-N Office

G-I-N has its Office at the German Agency for Quality in Medicine, Berlin with the Administrative Secretary, Martina Westermann.

Company Secretary, Financial Examiner

The Network has a Company Secretary in Scotland: Colin Liddell, J. & H. Mitchell W.S., 51 Atholl Road, Pitlochry, Perthshire, PH16 5BU, UK.

WALTON KILGOUR, Chartered Accountants, 13 Marshall Place, Perth PH2 8AH, UK have been working as G-I-N's Financial Examiner since 2004.

Activities 2005 - 2006

Between December 2005 and September 2006, the G-I-N Board of Trustees worked on prioritising the Network's issues and projects according to the demands of its membership. In order to clarify the members' requirements, a membership survey was carried out.

Table 5: Priority Issues and Projects for G-I-N 2006

Issues	Projects
Information sharing	<ul style="list-style-type: none"> Maintenance and enhancement of the International Guideline Library (www.g-i-n.net)
Supporting international collaboration	<ul style="list-style-type: none"> Promotion of international networking between organisations, research institutions, clearing houses and other agencies producing and using evidence-based medical information (e.g. Cochrane Collaboration, HTA community).
Promoting and strengthening the Network	<ul style="list-style-type: none"> Outreach to new or prospective members Outreach visits to G-I-N members
Collaboration between members	<ul style="list-style-type: none"> Sharing evidence review work Sharing implementation and audit tools
Education on guideline methodology and use	<ul style="list-style-type: none"> Promoting development and use of evidence based guidelines Advising on adaptation of existing guidelines

Membership Survey 2006

In 2004 the G-I-N Board decided to perform a yearly survey to gather the expectations and opinions of G-I-N members. The second survey was carried out during March/April 2006.

Main aims of the survey were to:

- appraise current work of G-I-N
- identify areas for improvement
- rate future priorities for G-I-N.

71 members representing 40 organisations (66% response rate) participated in the annual member survey. The results of the survey can be accessed via:

<http://www.g-i-n.net/index.cfm?fuseaction=news&fusesubaction=docs&documentID=59>.

The feedback obtained was very encouraging. In general, the majority of the respondents rated the G-I-N activities and services (such as the website, conferences and administration) as good to excellent.

The G-I-N Newsletter and the membership fee improved in the rating whereas networking opportunities were fed back as a topic for development. There is an urgent need to ensure ideas from G-I-N members who are not represented on G-I-N committees are acted on by the Board of Trustees.

The results reflected that for most members the aspects: "**adaptation**" and "**implementation of guidelines**", and "**provision of methodological standards for guideline development**" are unaltered topics of highest priority for the G-I-N membership. A new topic is "**Evidence Tables**", which is seen as important area for research and cooperation and "**Grading systems**".

Implications for G-I-N

The results will impact on the work of G-I-N and provide direction to the G-I-N Board. Many aspects identified such as Adaptation, Implementation already have a high priority and are a focus for G-I-N conferences/symposia. G-I-N is collaborating with the ADAPTE group and the manual prepared by the ADAPTE group will be made available to the G-I-N members on the G-I-N website. G-I-N has established a working group developing the methodology for evidence tables. G-I-N members are active in the international GRADE group.

The Board has discussed about the main aims of the G-I-N website and the Guideline Library, and on the basis of this, will ensure that the website structure and content reflect the expectations of the membership.

Further ideas the Board will follow up to meet the needs from members include:

- review and enhancements for the Guideline Library
- a discussion of the needs, implications and possibilities for quality check of guidelines included in the Guideline Library
- an evaluation of feasibility of a virtual communication platform on the website as a place for exchanging ideas and putting questions

The Board would like to thank all members who contributed with their valuable feedback.

G-I-N Website

G-I-N being primarily a virtual network, the website www.g-i-n.net (cf. Table 6) is the key tool supporting most of the Network's activities and communication.

Table 6: Contents of www.g-i-n.net (for members only parts are *highlighted*)

Homepage	
Your Profile	Organisation Short Profile Organisation Full Profile Organisation Contacts Organisation Programmes
About G-I-N	G-I-N's History G-I-N Activities Organisation & Management Board of Trustees Advisory Committee G-I-N Annual General Meeting Memorandum & Articles Linking to the G-I-N Website
Contact Us	Contact Form Technical Contact Form Website Feedback Form
What's New	
Guideline Resources	Guideline Library New/Modified Programmes (last 30 days) How Guidelines are Identified Development & Training Resources Health Topics Collection Patient and Consumer Resources AGREE Instrument
News & Activities	4th G-I-N Conference, Toronto, CA; August 2007 Regional G-I-N Symposium Europe "Guidelines on the Danube" Regional G-I-N Symposium Asia / Pacific Region 3rd G-I-N Conference, Lyon, France; December 2005 Meetings and Events Diary G-I-N Newsletter News from G-I-N Members
G-I-N Membership	Search for Member Organisations by Location and Activity List all Members Join G-I-N
FAQs	
Related Links	
Site Search	

The cornerstone of the website is the G-I-N International Guideline Library - a searchable database which provides G-I-N Members with the ability to search and review the programmes for published and planned guidelines, systematic reviews, evidence reports, guideline clearing reports of all member organisations, as well as related documents (e.g., evidence tables, search strategies, patient information) – (cf. Table 7).

Table 7: Categories for Information on Guidelines from G-I-N Members

<ul style="list-style-type: none"> • Publication Title and URL • Disease / Condition addressed (based on the National Library of Medicine's (NLM) Medical Subject Headings (Mesh) classification.) • Date of Publication • Languages published in • Publication Scope (Screening, Prevention, Assessment / Diagnosis, Management, Rehabilitation) • Publication Status (published, in development, planned, under review) • Publication Type (Guideline, Systematic Review, Evidence Report, Guideline Clearing Report, Guideline Methodology, Implementation Tool) • Organisation producing publication • Countries that the publication applied to • Planned Review • Date of Review • Primary Contact • Associated Documents, Terms of reference, Key questions, Group membership, Search strategy, Critical appraisal documents, Evidence tables, Algorithms, Consultative drafts, Consumer resources, Considered judgement forms, Implementation tools and/or strategies, Economic analysis, Methodology description, including selection criteria, Video clips, Power Point presentations, Electronic tools / quizzes, Summary Document(s), Other, e.g. indicators, remit, press releases)
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Between November 2005 and September 2006 the **G-I-N International Guideline Library** has been developed to the largest web-based guideline database worldwide - with a total of about 3,600 items of information (September 2006) from 18 language groups (cf. Table 8).

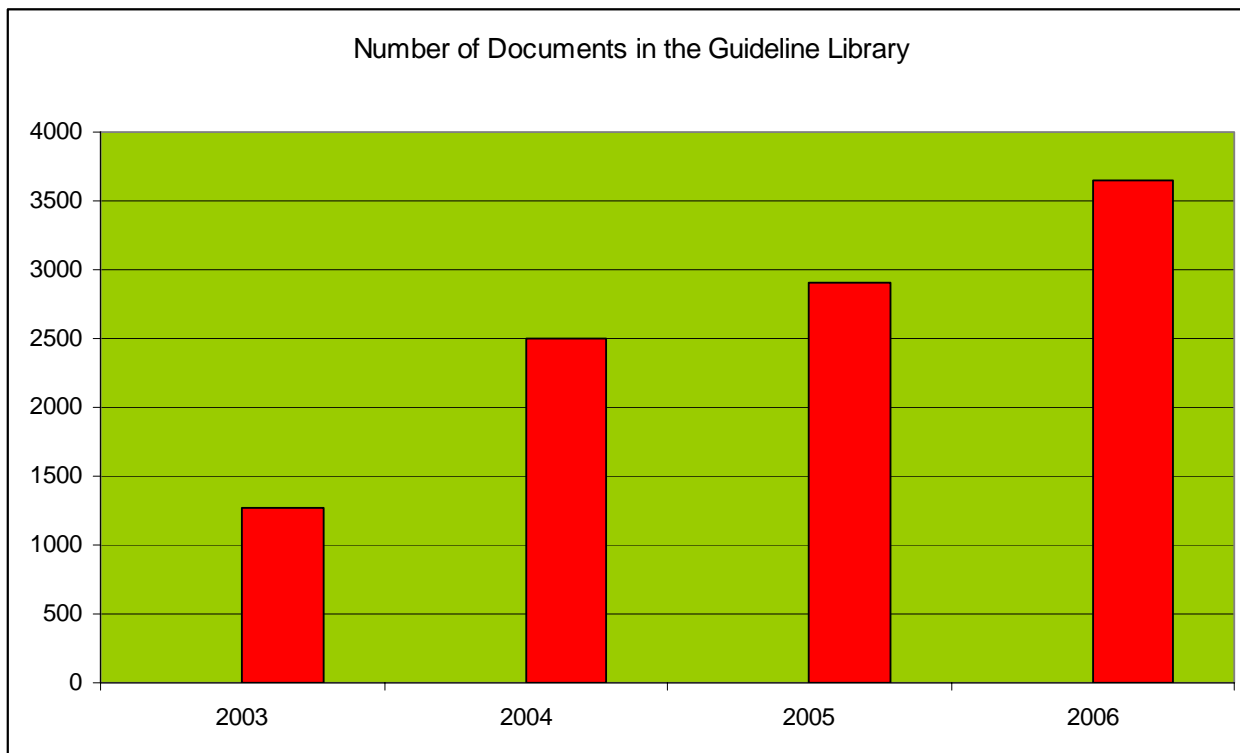
In addition a number of our G-I-N resources have been made freely available to the public - including:

- Patient and Consumer resources from G-I-N Members – assembled into different language collections (Dutch, English, French, German)
- Health Topics Collection with guidelines and other resources from G-I-N members for specific health topics (by September 2006):
 - Breast Neoplasms [MeSH C04.588.180]
 - Myocardial Ischemic Disorders / Myocardial Ischemia (MeSH C14.280.647)
 - Asthma (MeSH C08.381.495.108)
 - Stroke / Cerebrovascular Accident (MeSH C14.907.253.480)
 - Diabetes Mellitus, Type II (MeSH C19.246.300)
 - Back Pain (MeSH C23.888.646.172)
 - Colorectal Neoplasms (MeSH C04.588.274.476.411.307).

Table 8: Number of items of information in the G-I-N International Guideline Library (by September 2006)

Language	Documents (n)	Language	Documents (n)
Danish	19	Dutch	312
English	2381	Estonian	8
Finnish	134	Flemish	32
French	140	German	373
Italian	22	Moldavian	2
Norwegian	9	Polish	5
Portuguese	122	Romanian	8
Russian	12	Spanish	110
Swedish	16	Turkish	10

Chart 3: Number of documents in the G-I-N International Guideline Library (by September 2006)



During the last 12 months more than 316,000 unique visitor sessions were recorded and an increasing demand to download documents from the website (cf Chart 4, 5).

Chart 4: G-I-N Website Statistics: Unique visits 2005 - 2006

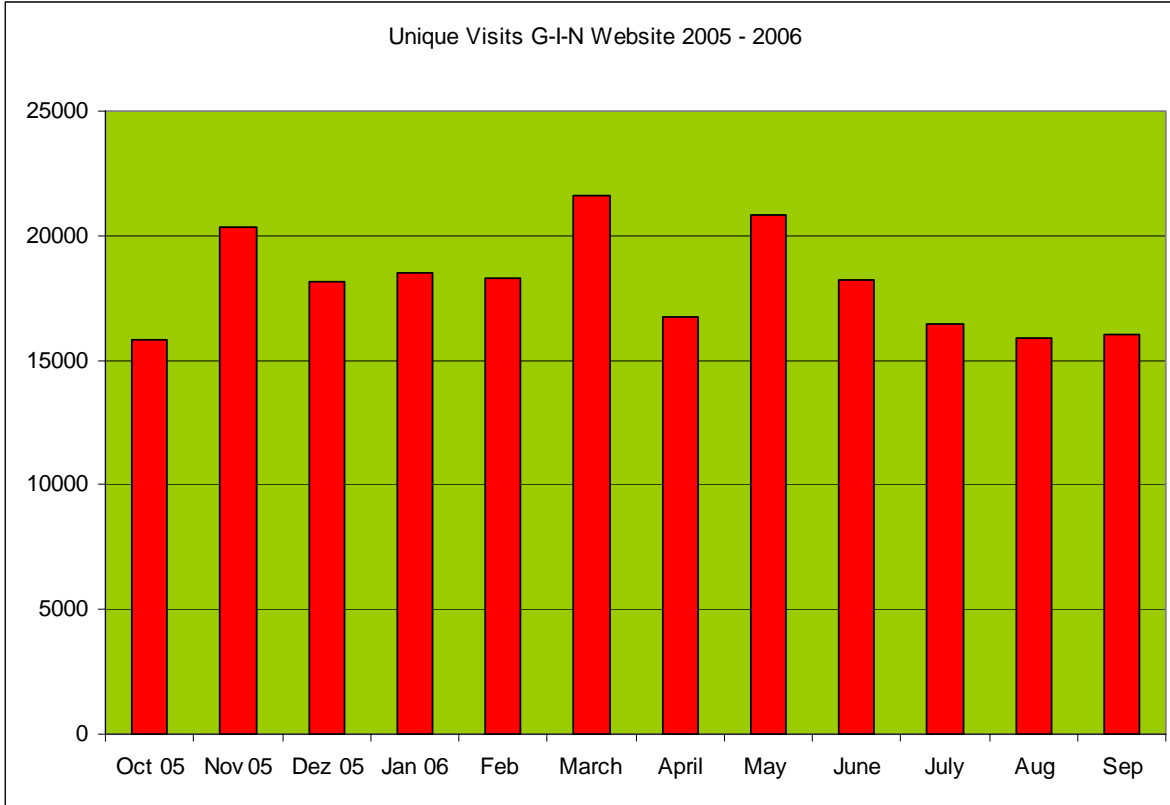
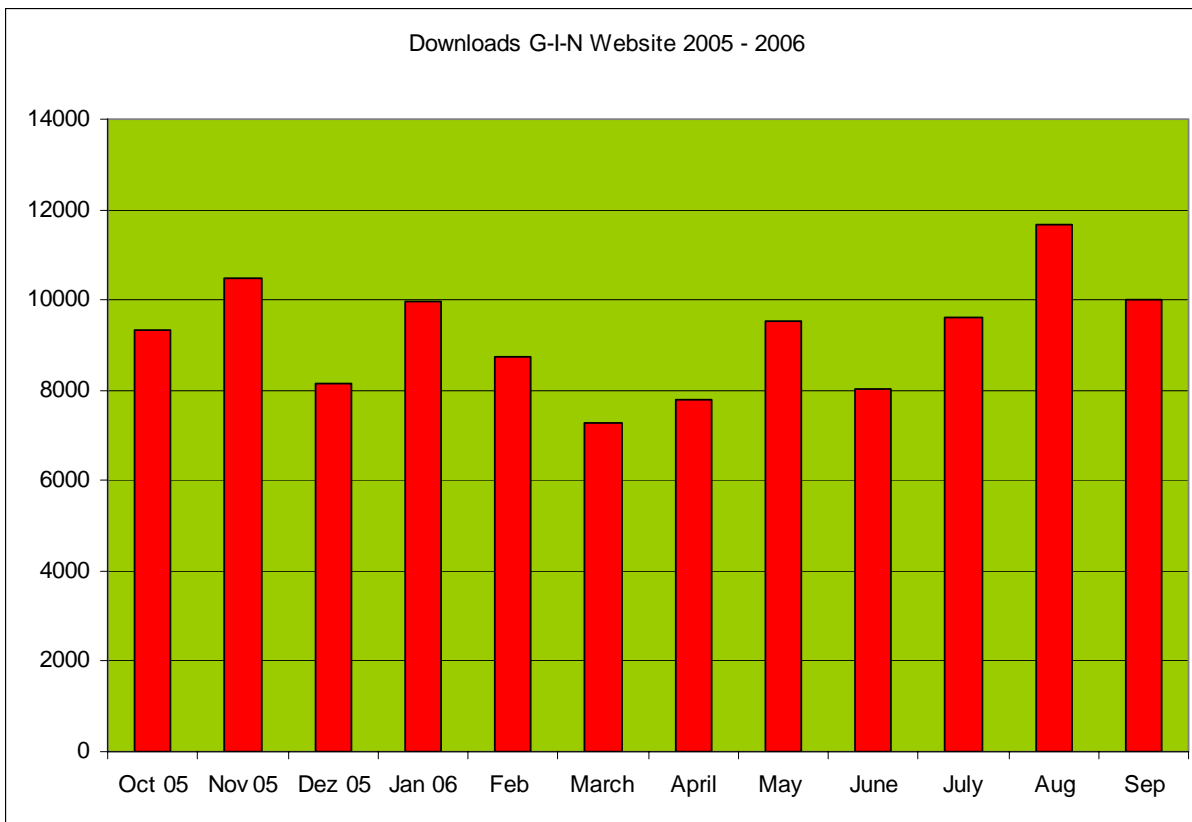


Chart 5: G-I-N Website Statistics: Downloads October 2005 - September 2006



Decisions on content and format are prepared by the Network’s Website Content / Editorial Steering Group and are approved by the Board of Trustees. 2006 was a year of change and transition for the website as G-I-N changed contractors. From January 2005 till April 2006 Lindsey Myers from the UK’s Centre for Reviews and Dissemination held the role of G-I-N webmaster. G-I-N would like to express its deep gratitude to Lindsey and her colleagues for their excellent work and valuable input. The German Agency for Quality in Medicine took over responsibility for maintaining the website in April 2006 and the new webmaster is Henrike Trapp. Thanks to the professionalism and goodwill of the teams at York and AEZQ the transition went very smoothly.

The transition also provided the opportunity to conduct an audit of the way members were using the website. The audit showed that 25 organisations edit the information on their organisation synopsis, profiles and/or contacts and only 14 organisations edit their programmes in the Guideline Library. It is planned to perform a type of an intervention study with the member audit as initial point. A survey among the website responsables will be carried out to identify main reasons for the inactivity and areas for improvements, followed by a second member audit. The results will be presented then in the Annual Report for 2007.

Apart from the regular cost for website maintainance, traffic and hosting between 25% and 30% of the scheduled costs have been spent on enhancing the website to respond to members requests (e.g. access time).

ENIGMA Publishing Ltd, Auckland, New Zealand is the technical provider of the G-I-N database.

G-I-N Working Groups

In 2006, the Network continued to support working groups to take forward different aspects of G-I-N's work (cf. Annual Reports 2004 and 2005). Detailed information is also available on the G-I-N website:

<http://www.g-i-n.net/index.cfm?fuseaction=about&fusesubaction=article&documentid=24&articleID=119>.

Guidelines Adaptation Group

The development and updating of high-quality clinical practice guidelines require substantial resources. Many guideline programmes throughout the world are using similar strategies to achieve similar goals, resulting in many guidelines on the same topic. Most organisations face pressure to produce more guidelines in a shorter time with increasingly limited resources. The key methods for guideline development have converged over the years.

In order to take advantage of existing guidelines and reduce duplication of effort, guideline adaptation has been proposed as an alternative to de novo guideline development. The adaptation of guidelines produced in one cultural and organizational setting for use in another has been called "trans-contextual adaptation".

The ADAPTE group is an international collaboration of researchers and guideline developers who aim to take advantage of existing guidelines to enhance the efficient development and use of high quality guidelines. The group has developed an adaptation process and user manual www.adapte.org.

The ADAPTE process has been designed to ensure that the final adapted guideline addresses specific clinical questions relevant for the context of use and that it is suited to the needs, priorities, legislation, policies and resources in the targeted setting without undermining the validity of the resulting recommendations.

The adaptation process is based on the following core principles:

- Respect of evidence-based principles for guideline development;
- Reliable and consistent methods to ensure the quality of the adapted guideline;
- Participative approach involving all key stakeholders to foster acceptance and ownership of adapted guideline;
- Explicit consideration of context to ensure relevance for local practice;
- Transparent reporting to promote confidence in the recommendations of the adapted guideline;
- Flexible format to accommodate specific needs and circumstances;
- Accountability to primary CPG sources.

- Fervers B, Burgers JS, Haugh MC, Latreille J, Mlika-Cabanne N, Paquet L, Coulombe M, Poirier M, Burnand B. Adaptation of clinical guidelines: literature review and proposition for a framework and procedure. *International Journal of Quality in Health Care* 2006;18(3):167-176.

- Graham ID, Harrison MB, Lorimer K, Piercianowski T, Friedberg E, Buchanan M, Harris C. Adapting national and international leg ulcer practice guidelines for local use: the Ontario Leg Ulcer Community Care Protocol. *Adv Skin Wound Care*. 2005 Jul-Aug;18(6):307-18. Review

Members of the ADAPTE Group are:

- Béatrice Fervers, FNCLCC (FR) Speaker
- Bernard Burnand, CePiC (CH)
- Melissa C. Brouwers, Program in Evidence-based Care, Cancer Care Ontario (CA)
- George Browman, Department of oncology University of Calgary (CA)
- Jako Burgers, CBO (NL)
- Ian D. Graham, Departments of Medicine and Epidemiology and Community Medicine, University of Ottawa (CA)
- Margaret B. Harrison, Ottawa Health Research Institute, University of Ottawa (CA)
- Jean Latreille, Direction de la lutte contre le cancer (CA)
- Najoua Mlika-Cabanne HAS (FR)
- Louise Paquet, Hôpital Charles LeMoyne (CA)
- Anita Simon, Alberta Cancer Board (CA)
- Joan Vlayen,, Belgian Centre for Evidence Based Medicine, (BE)
- Louise Zitzelsberger, Ottawa Health Research Institute (CA).

Membership of the ADAPTE group is continually evolving. For a list of our current members, please consult the ADAPTE website: www.adapte.org.

Evidence Tables Working Group

The aim of the Evidence Tables Working Group is to define a maximum data set that should be included in all evidence tables. This could allow the creation of a database of evaluated studies with data in a consistent format that G-I-N members could use to populate their own evidence tables.

The Evidence Tables Working Group ran a successful workshop at the Lyon conference. This discussed the results of the survey of G-I-N members on the format of existing evidence tables and discussed a proposal for a minimum data set for intervention studies. The workshop participants agreed that further refinements were required to capture all the information required.

Further work on this topic has been taken forward by HAS, who have conducted a feasibility study of the proposed intervention study data set. The results of this and questions raised will form the basis of discussion of the next face to face meeting of the group in Vienna.

Members of the Evidence Tables Working Group are:

- Sara Twaddle, SIGN (UK)
- Najoua Mlika-Cabanne, HAS (FR) (joint speakers)
- Hans de Beer, CBO (NL)
- Bernard Burnand, CePiC (CH)
- Rob Cook, NZGG (NZ)
- Robin Harbour, SIGN (UK)
- Margaret Haugh, (FR)
- Michel Laurence, HAS (FR)
- Eeva Ketola, CC (FI)
- Jorma Komulainen, CC (FI)
- Regina Kunz, Basel Institute for Clinical Epidemiology (CH)
- Monika Lelgemann, AQuMed / AEZQ (DE)
- Rick Shiffman, Yale Center for Medical Informatics (US)
- Sadasivan Sivalal, (MY)
- Craig Whittington, National Collaborating Centre for Mental Health (UK).

Nordic Language Group

The Nordic Group of Guidelines International Network organises together with other groups from the nordic countries an international guidelines workshop: "Production and use of clinical guidelines" in Copenhagen to discuss the methodology and effects of clinical guideline implementation and to present current and ongoing research in this area.

Spanish Language Group

The Spanish Language Group lead by Ignacio Marin (REDEGUIAS) has developed the following activities and outputs during 2005/6:

- Ibero-American network on clinical practice guidelines (Ibero-GPC) meeting 2005, in Santiago Chile, gathered researchers from 18 different countries. Five working groups were established to develop scientific projects during 2006:
 1. Clinical Guidelines Programme analysis to improve quality in Ibero-America
 2. Cooperative programme of validated tools for translation of Clinical Guidelines
 3. Comparative study of the quality of clinical guidelines available in Ibero-America
 4. Identification and development tools for local adaptation of clinical guidelines
 5. Design and development of guidelines and related material for patients and consumers.
- At the 3rd G-I-N Annual Conference in Lyon a workshop was held for Spanish/Portuguese speaking people active in the field of guidelines in order to raise cooperative and partnership initiatives.

Website Content / Editorial Steering Group

The Website Content Group is responsible for the regular review of the website design and maintenance. Members of the Website Content / Editorial Steering Group are:

- Catherine Marshall, NZGG (NZ) Speaker
- Leonie Brunt, NZGG (NZ)
- Håkon Lund, SHdir (NO) (as speaker of the Nordic Language Group)
- Marjukka Mäkelä, FinOHTA (FI)
- Angela Maienborn, G-I-N Principal Officer
- Ignacio Marin, REDEGUIAS (ES) (as speaker of the Spanish Language Group)
- Lindsey Myers, CRD (UK) Webmaster till April 2006
- Henrike Trapp, AQuMed / AEZQ (DE) Webmaster.

The group had four meetings by teleconference in 2006. One major issue was to discuss the ideas and enhancements raised by members in the survey. Other topics for discussion included:

- development of plans for alternative language versions of the website
- regular review of the website design and maintenance, consideration of options for upgrading and enhancing the website
- discussion of questions/changes with the Webmaster
- monitoring and revision of the G-I-N contracts with service providers at annual intervals (Enigma, German Agency for Quality in Medicine (Webmaster)
- further encourage members to load their guidelines onto the site
- develop a strategy to make it easier for members to load and update their guidelines themselves, to provide the webmaster more time to improve the functionality and accuracy of the site

- identify enhancements for the website to improve its usability and to make it a useful tool for members
- application for HONcode accreditation
- setting up new section with the electronic AGREE instrument.

The Board would like to express its deep gratitude to all members of the working groups for their dedication and valuable support.

Congresses, Workshops, Meetings

Conferences and workshops are the most important points of contact for members and opportunities to promote the Network. The first three annual congresses (Edinburgh 2003, Wellington 2004, Lyon 2005) have been well attended.

During the reporting period, the Network was represented at several events (cf. Table 12).

• 3rd G-I-N Conference Lyon (FR), 5th – 7th December 2005

The G-I-N conference 2005 has been organised by the 'Fédération Nationale des Centres de Lutte Contre le Cancer' (FNCLCC) under the patronage of the French Haute Autorité de Santé (HAS - National Authority for Health) with the support of the French National Cancer Institute. Convenor: Béatrice Fervers and Margaret Haugh from FNCLCC.

The conference was an immense success in terms of number of participants and international representation:

- 310 delegates from 168 organisations in 38 countries
- 17 plenary session speakers presented their papers in 6 plenary sessions
- 76 people contributed 113 abstracts from which 24 were selected for oral presentations in four parallel sessions
- 33 workshops were organised in three sessions

The theme, *Evidence in Context* focused conference discussions on how to take into consideration different contexts. The opening session explored the context within guidelines, and this was followed by a session on 'globalise the evidence, localise the decision. Subsequent sessions looked at capacity building, translation and implementation of knowledge, and evaluation of the impact. To end, the closing session included a presentation of what was learnt and the challenges for the future. Each workshop slot included sessions for guideline developers, consumers, health care practitioners and policy makers.

• Regional G-I-N Symposium Asia/Pacific Region Adelaide (AU), 3rd and 6th July 2006

The Symposium was held during the 3rd Annual Meeting of Health Technology Assessment International and consisted of two G-I-N events. A parallel panel session organised by Dr S Sivalal, Monash University Malaysia and a satellite symposium: Clinical Practice Guidelines – How can we better implement them? organised by Prof. Alan Pearson from the Joanna Briggs Institute.

The first session focussed on various areas in implementation: acceptance of CPG, varying perceptions on CPG, lack of incentives/motivation to use CPG and monitoring implementation of CPG. 25

Reasons for these problems were presented and possible solutions suggested overcoming them. Other topics were funding issues from the point of view of guideline programs and experiences of collaboration to facilitate a fruitful collaboration. During the satellite symposium Clinical Practice Guidelines and other evidence tools in nursing and the allied health professions were presented and discussed.

Both events were attended by over 50 people from Australia, South America, Brazil, Japan, Malaysia, Singapore, Sri Lanka, Jordan, the UK and Mexico attended the event.

● **Regional G-I-N Symposium Europe Vienna/Budapest (AT/HU), 9th and 11th October 2006**

This 3-day Guideline event will take place in the heart of Europe and will link two CPG-symposia open to health professionals interested in CPGs in Vienna, Austria and in Budapest, Hungary. Main topics in Vienna:

- The role of governments, authorities and health care providers in developing guidelines
- Implementation of guidelines
- Medical Decision Making
- Adaptation of guidelines
- Clinical guideline for and from patients
- International Guideline activities

Main topics in Budapest:

- Developing and implementing guidelines
- Adaptation of external guidelines to local/national use
- Consumer involvement in guideline development
- WHO guidelines
- Grading recommendations
- Guidelines and cost-effectiveness

After the G-I-N Regional Symposium there will be a three day G-I-N-WHO Workshop on Guideline Development organized by the Hungarian TUDOR Network and the Ministry of Health under the auspices of G-I-N and WHO from 12th - 14th of October 2006, Budapest, Hungary. This will cover Guideline development methods, formulation of recommendations and using guidelines in practice.

● **4th G-I-N Conference Toronto (CA), 22nd – 25th August 2007**

The 4th Guidelines International Conference will be organised by the University of Toronto and the Guidelines Advisory Committee, Ontario.

The theme will be: “Collaboration in Clinical Practice Guidelines” - local, national and international cooperation in synthesizing and applying best evidence. This conference will focus on guidelines in a changing society with increasing demands for transparency and efficiency. On most topics evidence-based guidelines are available; promoting their adoption and keeping them up-to-date are increasing challenges. Collaboration between relevant stakeholders and organisations – locally, nationally and internationally – is necessary for efficient guideline development, avoiding duplication of efforts and successful implementation.

Key Topics will include:

- Setting and achieving standards in guideline development
- Transferring knowledge; implementing guidelines
- Evaluating the impact of guidelines
- Guidelines for specific professional groups (e.g. nurses, dentists, allied health professionals)
- Innovative case studies in specific countries or regions
- Promotion of international groups and networking

Programme presentations and more detailed information about all the conferences are available at the G-I-N website under News and Activities.

Table 9: G-I-N Activities 2006 (G-I-N Congresses and national / international workshops presentations on behalf of the Network

	Country	Activity
January	Oman	Scottish Intercollegiate Guidelines Network (United Kingdom) participates in WHO evidence based medicine course in Oman
	Romania	Director Agency for Quality in Medicine (Germany) expert for Regional Conference on Medicines for South Eastern Europe, WHO
February	Japan	CEO New Zealand Guidelines Group key note speaker at Annual Guidelines Seminar Medical Information Network Distribution Service Center (Japan Council for Quality Health Care)
	Austria	Director AQuMed speaker at guideline symposium, Vienna Medical Chamber
March	New Zealand	National Institute of Clinical Studies (Australia) and NZGG launch Suicide Prevention Guideline Implementation programme in NZ
April	Canada	CEO NICS key note speaker at a special Joint Guideline Advisory Committee/Knowledge Translation/Wilson Centre/RNAO Rounds
	Hong Kong	NZGG runs guidelines training for Hong Kong Department of Health
May	Germany	Director AQuMed speaker at guideline workshop, Institute for Quality and Efficiency in Health Care
July	Australia	Regional G-I-N Symposium Asia/Pacific - Satellite Symposium to HTAi Annual Conference 2006 <ul style="list-style-type: none"> • Parallel Panel Session to with 50 participants • G-I-N Satellite Symposium for the Allied Health Professions and Nursing with 50 participants from 10 countries
	Singapore	SIGN runs guideline training for Singapore Department of Health
September	Romania	Director AQuMed expert for Regional Conference in Romania, WHO
October	Germany	AQuMed and Therapeutic Guidelines (Australia) convene one day guideline seminar Berlin
	Australia	NICS runs a "Using evidence: using guidelines" Symposium
	Austria	Regional G-I-N Symposium Europe "Guidelines on the Danube" in Vienna attended by representatives from 18 G-I-N members
	Hungary	Regional G-I-N Symposium Europe "Guidelines on the Danube" in Budapest G-I-N-WHO Workshop on Guideline Development in Budapest
December	Germany	Director AQuMed speaker at guideline symposium of Association of Scientific Medical Societies (Germany)

Strategic Direction

Over the next 3 years, Guidelines International Network will continue to work together on the following priority areas:

Promoting the systematic development, dissemination, implementation and evaluation of clinical practice guidelines.

- Developing standards and procedures for guideline development and promotion
- Developing standards for the adaptation of guidelines between countries
- Improving and harmonising guideline methodologies (e.g. evidence tables)

Promoting international collaboration in guideline activities to avoid duplication of effort and to facilitate information sharing and knowledge transfer.

- Continuously updating and enhancing the www.g-i-n.net website
- Promoting international collaboration between other organisations and individuals engaged in the field of evidence based medicine
- Appointing and supporting working groups to develop tools or methodology
- Supporting research activities relating to guidelines

Building links between member organisations to improve coordination and learning.

- A major conference every other year
- Smaller regional workshops with an attached network annual meeting on alternate years
- Facilitating and supporting training and partnerships
- Amplify www.g-i-n.net as medium of exchange (e.g. virtual platform for specified groups)

Finances

1. Financial Report 2005

(The following is an extract of the Financial Statements by the independent financial examiner Walton Kilgour, the complete report is attached at the end of the Annual Report).

The charity has no recognised gains or losses other than the results for the year as set out above. All of the activities of the charity are classed as continuing.

During its first meeting in Wellington the new elected Board had decided to shorten the next financial year, to provide enough time for the members to prove the final accounts before each AGM. This involved the period between 1st January - 31st March 2005 and thereafter an annual period from 1st April 2005 to 31st March 2006 and so on annually. Therefore for 2005 two financial statements have been prepared by the independent financial examiner Walton Kilgour.

Statement of Financial Activities - Period from 1 January 2005 to 31 March 2005

INCOMING RESOURCES		Euro
Interest receivable		38
Membership subscriptions		34,497
TOTAL INCOMING RESOURCES		34,535
RESOURCES EXPENDED		
Management and administration		37,107
TOTAL RESOURCES EXPENDED		37,107
NET OUTGOING RESOURCES FOR THE PERIOD		(2,572)
Balances brought forward		26,750
Balances carried forward		24,178

Statement of Financial Activities - Period from 1 April 2005 to 31 March 2006

INCOMING RESOURCES		Euro
Interest receivable		300
Membership subscriptions		126,148
Other income		14,981
TOTAL INCOMING RESOURCES		141,429
RESOURCES EXPENDED		
Management and administration		158,583
TOTAL RESOURCES EXPENDED		158,583
NET OUTGOING RESOURCES FOR THE YEAR		(17,154)
Balances brought forward		24,178
Balances carried forward		7,024

2. Budget Financial Year 2006



version number: 05.1

updated: 12.01.2006
 Maienborn
 prepared by: (PAO)
 date of approval: 22.02.2006
 approved by: Board

Budget 1.04.2006 till 31.03.2007 (financial year 2006)

		EUR
	I. costs	
1.	Fees	
	1a) Principal Administration Officer	55.000
	1b) Admin. Secretariat	30.000
	1c) Webmaster	13.500
	1d) Office Secret. Scotl. / Fin. Controlling	5.500
2.	Website develop., maintenance	13.500
3.	G-I-N Annual Congress	0
4.	G-I-N Working groups	1.000
5.	Administration	4.000
6.	Annual report	2.000
7.	Travel expenses	14.000
8.	Promotion/Representation	2.000
9.	Conferences	2.500
10.	Provision for investments 2007	5.000
11.	Bank Costs	500
12.	Other Costs	150
	total costs	148.650
	II. income	
1.	Organisational Member Fee	144.500
2.	Associate Member Fee	4.000
3.	Interest	150
4.	Income 2005	0
5.	Sponsorship	0
6.	G-I-N Annual Congress	0
7.	Other income	0
	total income	148.650
	balance income/costs	0

Board of Trustees 2005-2006

Marjukka Mäkelä (FI)	Finnish Office for Health Technology Assessment <u>Chair, Member of the Executive Committee</u>
Dave Davis (CA)	Guidelines Advisory Committee <u>Vice-Chair, Member of the Executive Committee</u>
Günter Ollenschläger (DE)	Agency for Quality in Medicine <u>Treasurer, Member of the Executive Committee</u> G-I-N Honorary Patron
Heather Buchan (AU)	National Institute of Clinical Studies
Jako Burgers (NL)	Dutch Institute for Healthcare Improvement <u>Member of the Executive Committee</u>
Regina Kunz (CH)	Basel Institute for Clinical Epidemiology
Catherine Marshall (NZ)	<u>Member of the Executive Committee</u> G-I-N Honorary Patron
Najoua Mlika-Cabanne (FR)	French National Health Authority
Richard Shiffman (US)	Yale Center for Medical Informatics <u>Co-opted Trustee</u>
Sadasivan Sivalal (MY)	formerly HTA Unit, Ministry of Health, Malaysia <u>Co-opted Trustee</u>
Jean Slutsky (US)	US Agency for Health Research and Quality
Airton Stein (BR)	Universidade Luterana do Brasil <u>Co-opted Trustee</u>
Sara Twaddle (UK)	Scottish Intercollegiate Guidelines Network <u>Member of the Executive Committee</u>

All members of the Board of Trustees signed a declaration of interest.

COMPANY REGISTRATION NUMBER SC243691

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED
31 MARCH 2005**

Charity Number SC034047

WALTON KILGOUR

Chartered Accountants

13 Marshall Place

Perth

PH2 8AH

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

CONTENTS	PAGE
Trustees annual report	1
Accountants' report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7

THE GUIDELINES INTERNATIONAL NETWORK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

The trustees, who are also Directors for the purposes of the Companies Act, present their report and the unaudited financial statements of the charity for the period from 1 January 2005 to 31 March 2005.

LEGAL STATUS

The organisation is a charity and company limited by guarantee registered in Scotland.

OBJECTIVES OF THE GUIDELINES INTERNATIONAL NETWORK

It is the objective of the charity to protect the health of the general public by seeking to improve the quality of healthcare.

RESULTS

The results for the period, and the charity's financial position at the end of the period are shown in the attached financial statements.

THE GUIDELINES INTERNATIONAL NETWORK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Prof G Ollenschläger
Ms C A Marshall
Dr F B Kristensen
Dr B Burnand
Dr B Fervers
Prof M Mäkelä
Ms J Slutsky
Prof J M P Kleijnen
Dr S Twaddle
Dr S Sivalal
Prof D Davis
Dr J Burgers
Dr R Kunz
Dr N Mlika-Cabanne

TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the period and of the incoming and outgoing resources for the period then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

ACCOUNTANTS

A resolution to re-appoint Walton Kilgour as accountants for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

Registered office:
51 Atholl Road
Pitlochry
Perthshire
PH16 5BU

Signed by order of the trustees

J & H MITCHELL, W S
Company Secretary

Approved by the trustees on 30 November 2005

THE GUIDELINES INTERNATIONAL NETWORK COMPANY LIMITED BY GUARANTEE

ACCOUNTANTS' REPORT TO THE MEMBERS OF THE GUIDELINES INTERNATIONAL NETWORK

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

We report on the unaudited accounts for the period from 1 January 2005 to 31 March 2005 set out on pages 5 to 9.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE REPORTING ACCOUNTANTS

As described on page 6 the trustees of the charity are responsible for the preparation of the accounts, and they consider that the charity is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

BASIS OF OPINION

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the charity, and making such limited enquiries of the officers of the charity as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

OPINION

In our opinion:

- (a) the accounts are in agreement with those accounting records kept by the charity under section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
 - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act; and
 - (ii) the charity satisfied the conditions for exemption from an audit of the accounts for the period specified in section 249A(4) of the Act as modified by section 249A(5) and did not, at any time within that period, fall within any of the categories of companies not entitled to the exemptions specified in section 249B(1)(a) to (f).

13 Marshall Place
Perth
PH2 8AH

WALTON KILGOUR
Chartered Accountants

30 November 2005

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

STATEMENT OF FINANCIAL ACTIVITIES

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

	Note	Total Funds Period to 31 Mar 05 €	Total Funds Year to 31 Dec 04 €
INCOMING RESOURCES			
Interest receivable	3	38	403
Membership subscriptions		<u>34,497</u>	110,514
TOTAL INCOMING RESOURCES		<u>34,535</u>	<u>110,917</u>
RESOURCES EXPENDED			
Management and administration	4	<u>37,107</u>	125,103
TOTAL RESOURCES EXPENDED	5	<u>37,107</u>	<u>125,103</u>
NET OUTGOING RESOURCES FOR THE PERIOD	6	(2,572)	(14,186)
Balances brought forward		<u>26,750</u>	<u>40,936</u>
Balances carried forward		<u>24,178</u>	<u>26,750</u>

All movements are in Unrestricted Funds

The charity has no recognised gains or losses other than the results for the period as set out above.

All of the activities of the charity are classed as continuing.

The notes on page 5 form part of these financial statements.

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 MARCH 2005

	Note	31 Mar 05 €	€	31 Dec 04 €
FIXED ASSETS				
Tangible assets	7		1,628	1,860
CURRENT ASSETS				
Debtors	8	10,250		13,000
Cash at bank		<u>210,948</u>		<u>181,382</u>
		221,198		194,382
CREDITORS: Amounts falling due within one year				
	9	<u>(198,648)</u>		<u>(169,492)</u>
NET CURRENT ASSETS			22,550	24,890
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>24,178</u>	<u>26,750</u>
NET ASSETS			<u>24,178</u>	<u>26,750</u>
FUNDS				
Unrestricted	10		<u>24,178</u>	<u>26,750</u>
TOTAL FUNDS			<u>24,178</u>	<u>26,750</u>

The trustees are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 1985 (the Act) relating to the audit of the financial statements for the period by virtue of section 249A(1), and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The trustees acknowledge their responsibilities for:

- (i) ensuring that the charity keeps proper accounting records which comply with section 221 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements were approved by the members of the committee on the 30 November 2005 and are signed on their behalf by:

Prof D Davis
Treasurer

The notes on page 6 form part of these financial statements.

THE GUIDELINES INTERNATIONAL NETWORK COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2000) and the Companies Act 1985.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

33.33% straight line

2. CHARITABLE TRADING INCOME

Income from charitable trading

3. INTEREST RECEIVABLE

	Total Funds Period to 31 Mar 05	Total Funds Year to 31 Dec 04
	€	€
Bank interest receivable	38	403
	<u> </u>	<u> </u>

4. MANAGEMENT AND ADMINISTRATION

	Total Funds Period to 31 Mar 05	Total Funds Year to 31 Dec 04
	€	€
Office costs	4,445	32,907
Accountancy fees	750	2,766
Legal and professional	26,662	57,552
Costs of trustees' meetings	1,321	5,362
Interest payable and similar charges	187	504
Other	3,742	26,012
	<u>37,107</u>	<u>125,103</u>

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

5. TOTAL RESOURCES EXPENDED

	Depreciation and	Other costs	Total Funds Period to 31 Mar 05	Total Funds Year to 31 Dec 04
	€	€	€	€
Management administration	<u>232</u>	<u>36,875</u>	<u>37,107</u>	<u>125,103</u>

No salaries or wages have been paid to employees, including the members of the committee, during the period.

	31 Mar 05	Year to 31 Dec 04
	€	€
Other costs:		
Legal and professional	27,412	60,318
Other	<u>9,463</u>	<u>63,855</u>
	<u>36,875</u>	<u>124,173</u>

6. OPERATING LOSS

Operating loss is stated after charging:

	31 Mar 05	Year to 31 Dec 04
	€	€
Depreciation	<u>232</u>	<u>930</u>

7. TANGIBLE FIXED ASSETS

	Equipment €
COST	
At 1 January 2005 and 31 March 2005	<u>2,790</u>
DEPRECIATION	
At 1 January 2005	930
Charge for the period	<u>232</u>
At 31 March 2005	<u>1,162</u>
NET BOOK VALUE	
At 31 March 2005	<u>1,628</u>
At 31 December 2004	<u>1,860</u>

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

PERIOD FROM 1 JANUARY 2005 TO 31 MARCH 2005

8. DEBTORS

	31 Mar 05	31 Dec 04
	€	€
Other debtors	<u>10,250</u>	<u>13,000</u>

All debtors are repayable within one year of the balance sheet date.

9. CREDITORS: Amounts falling due within one year

	31 Mar 05	31 Dec 04
	€	€
Trade creditors	6,797	7,548
Other creditors	149,986	149,634
Accruals and deferred income	41,865	12,310
	<u>198,648</u>	<u>169,492</u>

10. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS

	Tangible fixed assets	Other net assets	Total
	€	€	€
Unrestricted funds	<u>1,628</u>	<u>22,550</u>	<u>24,178</u>

11. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee.

The liability of the members in the event of a winding up is limited to £1.

COMPANY REGISTRATION NUMBER SC243691

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2006**

Charity Number SC034047

WALTON KILGOUR

Chartered Accountants

13 Marshall Place

Perth

PH2 8AH

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2006

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Notes to the financial statements	7

THE GUIDELINES INTERNATIONAL NETWORK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2006

The Trustees, who are also Directors for the purposes of the Companies Act, present their report and the unaudited financial statements of the charity for the year ended 31 March 2006.

LEGAL STATUS

The organisation is a charity and company limited by guarantee registered in Scotland.

OBJECTIVES OF THE GUIDELINES INTERNATIONAL NETWORK

It is the objective of the charity to protect the health of the general public by seeking to improve the quality of healthcare.

RESULTS

The results for the year, and the charity's financial position at the end of the year are shown in the attached financial statements.

THE GUIDELINES INTERNATIONAL NETWORK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2006

THE TRUSTEES

The Trustees who served the charity during the period were as follows:

Prof G Ollenschläger	
Ms C A Marshall	
Dr F B Kristensen	Retired 5 December 2005.
Dr B Burnand	Retired 5 December 2005.
Dr B Fervers	Retired 5 December 2005.
Prof M Mäkelä (Chair)	
Ms J Slutsky	
Prof J M P Kleijnen	Retired 5 December 2005.
Dr S Twaddle	
Dr M Haugh	Appointed 5 December 2005. Retired 10 April 2006.
Dr S Sivalal	Retired 5 December 2005. Reappointed 6 February 2006.
Prof D Davis	
Dr J Burgers	
Dr R Kunz	
Dr N Mlika-Cabanne	
Dr R Shiffman	Appointed 6 February 2006.
Prof A Stein	Appointed 6 February 2006.
Dr H Buchan	Appointed 5 December 2005.

TRUSTEES' RESPONSIBILITIES

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2006

ACCOUNTANTS

A resolution to re-appoint Walton Kilgour as accountants for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

Registered office:
51 Atholl Road
Pitlochry
Perthshire
PH16 5BU

Signed by order of the Trustees

J & H MITCHELL, W S
Company Secretaries

Approved by the Trustees on 8 August 2006

THE GUIDELINES INTERNATIONAL NETWORK COMPANY LIMITED BY GUARANTEE

ACCOUNTANTS' REPORT TO THE MEMBERS OF THE GUIDELINES INTERNATIONAL NETWORK

YEAR ENDED 31 MARCH 2006

We report on the unaudited accounts for the year ended 31 March 2006 set out on pages 5 to 9.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE REPORTING ACCOUNTANTS

As described on page 6 the Trustees of the charity are responsible for the preparation of the accounts, and they consider that the charity is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

BASIS OF OPINION

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the charity, and making such limited enquiries of the officers of the charity as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

OPINION

In our opinion:

- (a) the accounts are in agreement with those accounting records kept by the charity under section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
 - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act; and
 - (ii) the charity satisfied the conditions for exemption from an audit of the accounts for the year specified in section 249A(4) of the Act as modified by section 249A(5) and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemptions specified in section 249B(1)(a) to (f).

13 Marshall Place
Perth
PH2 8AH

8 August 2006

WALTON KILGOUR
Chartered Accountants

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2006

	Note	Total Funds Year to 31 Mar 06	Total Funds Period from 1 Jan 05 to 31 Mar 05
		€	€
INCOMING RESOURCES			
Interest receivable	3	300	38
Membership subscriptions		126,148	34,497
Other income		14,981	–
TOTAL INCOMING RESOURCES		<u>141,429</u>	<u>34,535</u>
RESOURCES EXPENDED			
Management and administration	4	158,583	37,107
TOTAL RESOURCES EXPENDED	5	<u>158,583</u>	<u>37,107</u>
NET OUTGOING RESOURCES FOR THE YEAR	6	(17,154)	(2,572)
Balances brought forward		24,178	26,750
Balances carried forward		<u>7,024</u>	<u>24,178</u>

All movements are in Unrestricted Funds

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 7 to 9 form part of these financial statements.

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 MARCH 2006

	Note	2006 €	€	2005 €
FIXED ASSETS				
Tangible assets	7		698	1,628
CURRENT ASSETS				
Debtors	8	21,825		10,250
Cash at bank		—		210,948
		<u>21,825</u>		<u>221,198</u>
CREDITORS: Amounts falling due within one year				
	9	<u>(15,499)</u>		<u>(198,648)</u>
NET CURRENT ASSETS			6,326	22,550
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>7,024</u>	<u>24,178</u>
NET ASSETS			<u>7,024</u>	<u>24,178</u>
FUNDS				
Unrestricted	10		<u>7,024</u>	<u>24,178</u>
TOTAL FUNDS			<u>7,024</u>	<u>24,178</u>

The Trustees are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 1985 (the Act) relating to the audit of the financial statements for the year by virtue of section 249A(1), and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The Trustees acknowledge their responsibilities for:

- (i) ensuring that the charity keeps proper accounting records which comply with section 221 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements were approved by the members of the committee on the 8 August 2006 and are signed on their behalf by:

Prof G Ollenschläger
Treasurer

The notes on pages 7 to 9 form part of these financial statements.

THE GUIDELINES INTERNATIONAL NETWORK COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2006

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2000) and the Companies Act 1985.

Cash flow statement

The Trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

33.33% straight line

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Exchange differences are taken into account in arriving at the operating profit.

2. CHARITABLE TRADING INCOME

There is no income from charitable trading activities.

3. INTEREST RECEIVABLE

	Total Funds Year to 31 Mar 06	Total Funds Period from 1 Jan 05 to 31 Mar 05
Bank interest receivable	€ 300	€ 38

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2006

4. MANAGEMENT AND ADMINISTRATION

	Total Funds Year to 31 Mar 06	Total Funds Period from 1 Jan 05 to 31 Mar 05
	€	€
Office costs	51,785	4,445
Accountancy fees	2,922	750
Legal and professional	84,243	26,662
Costs of trustees' meetings	3,069	1,321
Interest payable and similar charges	1,009	187
Other	15,555	3,742
	<u>158,583</u>	<u>37,107</u>

5. TOTAL RESOURCES EXPENDED

	Depreciatio n	Other costs	Total Funds Year to 31 Mar 06	Total Funds Period from 1 Jan 05 to 31 Mar 05
	€	€	€	€
Management and administration	<u>930</u>	<u>157,653</u>	<u>158,583</u>	<u>37,107</u>

No salaries or wages have been paid to employees, including the members of the committee, during the year.

	Year to 31 Mar 06	Period from 1 Jan 05 to 31 Mar 05
	€	€
Other costs:		
Legal and professional	87,165	27,412
Other	70,488	9,463
	<u>157,653</u>	<u>36,875</u>

6. OPERATING LOSS

Operating loss is stated after charging:

	Year to 31 Mar 06	Period from 1 Jan 05 to 31 Mar 05
	€	€
Depreciation	<u>930</u>	<u>232</u>

**THE GUIDELINES INTERNATIONAL NETWORK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2006

7. TANGIBLE FIXED ASSETS

	Equipment €
COST	
At 1 April 2005 and 31 March 2006	<u>2,790</u>
DEPRECIATION	
At 1 April 2005	1,162
Charge for the year	<u>930</u>
At 31 March 2006	<u>2,092</u>
NET BOOK VALUE	
At 31 March 2006	<u>698</u>
At 31 March 2005	<u>1,628</u>

8. DEBTORS

	2006 €	2005 €
Membership subscriptions	<u>21,825</u>	<u>10,250</u>

All debtors are repayable within one year of the balance sheet date.

9. CREDITORS: Amounts falling due within one year

	2006 €	2005 €
Bank loans and overdrafts	1,505	–
Trade creditors	2,172	6,797
Other creditors	–	149,986
Accruals	<u>11,822</u>	<u>41,865</u>
	<u>15,499</u>	<u>198,648</u>

10. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS

	Tangible fixed assets €	Other net assets €	Total €
Unrestricted funds	<u>698</u>	<u>6,326</u>	<u>7,024</u>

11. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee.

The liability of the members in the event of a winding up is limited to £1.