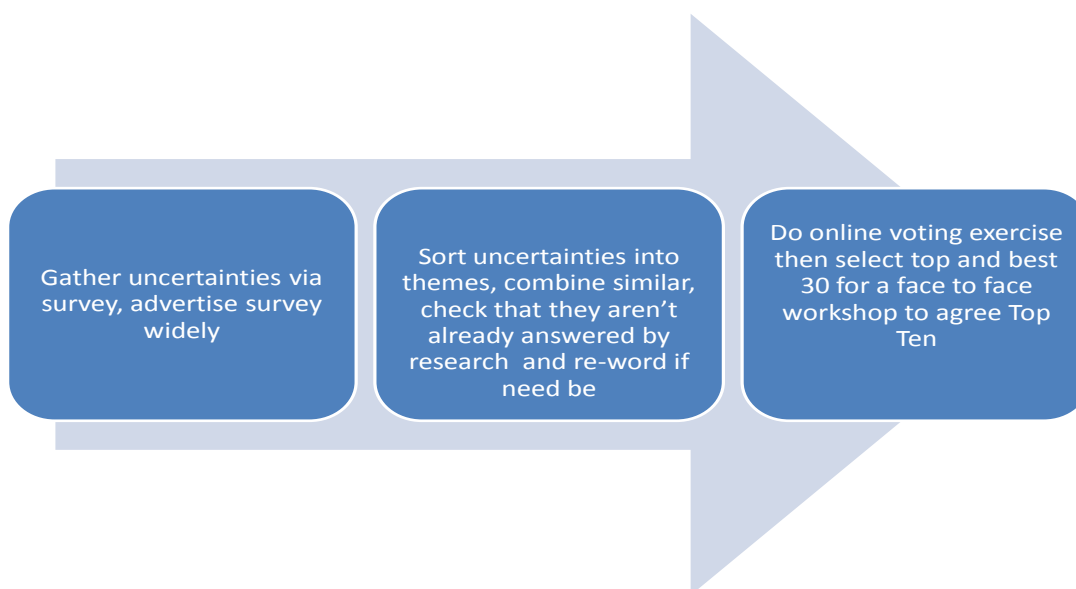










Key stages and times in JLA process: Cavernoma PSP

Overview of the process to gather and prioritise uncertainties about treating people with Cavernoma



Activity	Who	Broad Timeline
Gathering uncertainties via online survey <ol style="list-style-type: none"> Pilot survey Survey live 	<p>PSP Leader to co-ordinate</p> <p>PSP Leader</p>	<p>Dec-early January 2015</p> <p>Mid January-end February</p>
Checking responses from survey for types of people responding - gaps? <ol style="list-style-type: none"> A midway survey summary sent out to Steering Group by email for comments Implement any actions to focus survey or push up numbers, agree 	 <p>PSP Leader, in advance of the Feb teleconference</p> <p>23rd February Teleconference</p>	<p>February</p> <p>February</p>

survey close date		
<p>Assembling the data</p> <ol style="list-style-type: none"> 1. Combine online and any paper survey responses 2. Look for themes in the uncertainties and combine similar uncertainties, allocate to categories e.g. physiotherapy interventions 3. Identify uncertainties that do not address treatments (out of scope) 4. Teleconference to help with above 	<p>Information Specialist</p> <p>Teleconference mid-March</p> 	<p>Between February and early April</p>
<p>Checking the data</p> <ol style="list-style-type: none"> 1. Steering Group to discuss all of above work and provide expert views and changes 2. Suggest re-wording where needed 3. Plan online voting process 4. Discuss checking uncertainties for any answers in existing reviews of research and extract if not uncertain 5. Start thinking about final priority setting workshop 	 <p>Steering Group meeting</p> <p>Information Specialist to advise/this has been partially completed but will need review</p> <p>PSP Leader to provide ideas to discuss</p>	<p>29th April</p> <p>TBC</p>
<p>Assemble long list of uncertainties from survey for online voting process</p> <ol style="list-style-type: none"> 1. Ideally around the 50 mark otherwise people won't cope with voting (we will use the popularity of suggestions as one marker but also the views of the Steering Group will count here) 2. Planning for final workshop - who's coming etc. 	 <p>Teleconference/Meeting</p>	<p>Mid-late May</p>
Online voting (interim prioritisation)		

<ul style="list-style-type: none"> Suggest we run this for about 4 weeks and check responses Start preparation for final workshop 	 <p>Teleconference/Meeting</p>	<p>June</p>
<p>Processing voting results and assembling the workshop shortlist</p> <ol style="list-style-type: none"> Process votes and assemble rank order of long list (i.e. most voted questions at the top) Interim prioritisation work complete Agree the top and best 25 to take to the final workshop 	 <p>Steering Group</p>	<p>July/August</p>
<p>Final Workshop!</p> <ul style="list-style-type: none"> Members of Steering Group to have roles on the day of the workshop TBC as well as taking part 	 <p>Final prioritisation workshop including Steering Group members</p>	<p>September TBC</p>
<p>Reporting</p> <ul style="list-style-type: none"> Formally report to partners, and their communities of interest Publish in relevant high impact journals, and patient/carer publications 	 <p>Steering Group</p>	<p>TBC</p>