# Checklist template

| **\]** |  | **Essential and additional elements\*** | **Location** |
| --- | --- | --- | --- |
| **What to report in the protocol and review** | | | | |
| 1 | Specify population and intervention groups to be used in the synthesis | * Label each group. * Define each group in enough detail to replicate decisions about which intervention (or population) group(s) each study is eligible for. Where the definitions are based on an established source (e.g. a taxonomy of interventions), it may be sufficient to identify and reference the source. * If your review includes studies with multi-component interventions, specify how these will be defined and grouped for each synthesis. * If your review includes inactive comparators (e.g. usual care, no intervention), specify how they will be grouped for synthesis. * Describe any plans to group at multiple levels, to address both broad and specific questions. * Describe any contingency plans for accommodating the amount of available evidence (e.g. a plan to group more broadly if too few studies to address specific questions). * *Consider presenting detailed definitions in boxes or tables.* * *Consider using logic models or figures to provide a visual summary of groups, and the links between different PICO elements and the groups within each.* |  |
| 2 | Specify outcome groups to be used in the synthesis*.* | * Label each outcome group. * Define each outcome group (i.e. ‘what is being measured’) in enough detail to enable eligible outcomes from each included study to be categorised. * Specify the measurement methods or tools/scales that provide an appropriate assessment of the domain (i.e. ‘how the outcome is measured’). * Specify the time frame of the outcome group (i.e. ‘when the outcome is measured’) (e.g. up to 12 weeks). * Describe any plans to group outcomes at multiple levels, to address both broad and specific questions (e.g. ‘what is the effect of anti-depressants on depression’ versus ‘what is the effect of anti-depressions on depression measured using the Hamilton Depression Rating Scale’). * Describe any contingency plans for accommodating the amount of available evidence (e.g. a plan to group ‘any health behaviour’ outcome if there are too few studies to examine effects on specific health behaviours). * *Consider presenting detailed information in tables.* |  |
| 3 | Give a rationale for the groups | * For each PICO element, describe the basis for grouping with a rationale. * If grouping is based on an existing system (e.g. a published conceptual framework, taxonomy or core outcome set, or other reviews), identify and reference the source, noting any adaptations made for the review. * *Consider presenting a logic model or figure to provide a visual summary of the links between the different PICO elements and the groups within each, and the mechanisms (pathways) of action.* |  |
| 4 | Identify the role of each group in the synthesis | * Identify which of the specified groups will form the basis of comparisons and any groups that will be used to stratify studies within the comparisons. * If applicable, identify which of the specified groups will be used to explore possible causes of variation in the effects of an intervention (e.g. in subgroup analyses or meta-regression). * If applicable, identify which of the specified groups will be used in sensitivity analyses to test the robustness of the findings to the decisions or assumptions made in the analysis. * Identify any other roles the specified groups have in the synthesis or summary (e.g. to structure text, tables or figures). * If a logic model or figure is used to display groups, be explicit about the role of these groups in the synthesis. |  |
| 5 | Specify the pairwise comparisons that will be made between intervention groups | * Specify all of the comparisons to be made between intervention groups (including controls) * Specify the order of importance of the comparisons or state that there is no order of importance. * Specify whether co-interventions will be included in the same or separate comparisons. * Provide a rationale for the selected comparisons (when these are a subset of all possible comparisons). |  |
| 6 | Ensure that the Objectives align with the questions addressed in the synthesis | * Ensure that the objectives cover the questions addressed in the synthesis in sufficient detail to match the objectives to the corresponding syntheses. * Use consistent wording (terminology) across all sections of the review where the questions addressed in the synthesis are reported, including in the objectives. |  |
| 7 | Specify methodological groups to be used in the synthesis*.* | * Provide the basis for grouping with a rationale. * Label each methodological group. * Define each methodological group in enough detail to enable classification of studies into groups. * Describe the role of the methodological groups in the synthesis. |  |
| 8 | Identify how patients, the public and other stakeholders informed the development of questions to be addressed in the synthesis | * Describe how patients and the public, and other stakeholders, informed the development of questions (ideally using the constructs of the ACTIVE the framework). If there was no PPI or other stakeholder involvement, state this. |  |
| 9 | Describe the processes used to decide which studies were eligible for each synthesis \*\* | * Describe the processes to be used to decide which studies were eligible for each synthesis (such as tabulating the study intervention characteristics and comparing against the planned groups for each synthesis. |  |
| **Additional information to report in the review** | | | | |
| 10 | Identify changes made at review stage to the groups or comparisons reported in the protocol | * Label and define any groups used in the review that were not reported in the protocol. * List any comparisons made in the review that were not reported in the protocol. * Provide a rationale for any changes made during the review to the planned groups or comparisons. |  |
| 11 | Report the results in accordance with the groups and comparisons specified in the methods | * Report using the same groups and comparisons as specified in the methods. * Report using the same group labels. |  |

\* ‘Additional elements’ enhance reporting but are not essential. They appear in italics. \*\* Reproduced from PRISMA 2020