

## Colorado Clinical Guidelines Collaborative (CCGC) Brief Overview of Guideline Development

CCGC is a unique non-profit organization and a large coalition of health plans, physicians, hospitals, employers, government agencies, quality improvement organizations, and other entities working together to reduce fragmentation and implement systems and processes, using evidence-based clinical guidelines, to improve health care in Colorado. Founded in 1996 to develop and disseminate statewide guidelines, CCGC has successfully accomplished this for 11 clinical areas by gathering several organizations to agree on one set of clinical guidelines per disease. CCGC has become the acknowledged expert in Colorado for guideline related issues and is identified in numerous state plans as the organization to partner with to develop, disseminate, and implement guidelines.

**Audience:** Primary care physicians and other primary care health care providers in Colorado

**Format:** The core guideline is a simple, one-page (two-sided) guideline. Some include additional tools such as a long version, patient care flow sheets, and/or patient education materials.

### **Process (for new guidelines and revisions):**

1. Form a committee of primary care and specialty physicians and other disease/prevention experts.
2. Select a committee chair (by consensus); it must be someone who does not have a conflict of interest.
3. Identify existing evidence-based guidelines and complete a literature review.  
Considerations:
  - a. Has the evidence been graded? (The CCGC committee does not grade evidence.)
  - b. Is there a “gold standard” guideline (one or more)?
4. Identify the top 3-5 key issues that providers need to know about to deliver appropriate care. Ask what is currently not being done that could make the most difference to improve care. Then build the guideline around those issues.
5. Develop/Revise the core guideline and supporting tools. The time required varies, anywhere from 3-12+ months.
6. For new guidelines: Organize a focus group of primary care physicians to review the guideline.
7. For new and revised guidelines: Send the guideline to the CCGC Board of Directors and Membership for wide distribution throughout the community for review and approval.
8. Incorporate revisions and create a final draft that goes back to the CCGC Board and Membership for final approval.
9. Print the guideline and tools, and also post them on the CCGC website.
10. Disseminate guideline to CCGC partners and to providers throughout Colorado (and occasionally to organizations in other states) via mail, email, lectures, and/or videos/DVDs.

For more information and to view and download guidelines,  
visit the CCGC website: [www.coloradoguidelines.org](http://www.coloradoguidelines.org)

## Colorado Clinical Guidelines Collaborative Guideline Selection Overview

CCGC welcomes inquiries about the development of new evidence-based guidelines for primary care providers in Colorado. This overview summarizes the criteria that CCGC uses to select new guideline projects. If a proposed guideline meets these criteria, a guideline application should be submitted for review by the CCGC Medical Director and Board of Directors. *All new CCGC guideline projects must be approved by the CCGC Board.*

New guideline projects should meet the following criteria:

### **Demonstrated burden of disease**

The health condition must be sufficiently prevalent with the potential to improve patient outcomes through better prevention, detection, or management of the disease by primary care providers.

Assessed by:

1. Disease morbidity *and/or*
2. Mortality attributed to the disease *and/or*
3. Cost-benefit of improving primary care management of the disease with potential to prevent long term complications

### **Existence of adequate evidence for prevention and/or management of the condition**

CCGC guidelines are adapted from current evidence-based guidelines. Evidence is assessed by the existence of one or more of the following:

1. National guidelines (ex. from the US Preventive Task Force Service, National Heart, Lung, and Blood Institute, American Heart Association, American Diabetes Association, NIH)
2. Recommendations endorsed or released by professional medical societies such as the American Academy of Family Physicians (AAFP) or American College of Obstetrics/Gynecology (ACOG)
3. Journal articles/research that outline the evidence-based guidelines

### **Demonstrated need for a guideline by primary care providers**

There may be a gap in provider knowledge, new evidence about prevention or disease management, or increased national or local attention to the health condition.

Need determined by:

1. Expert opinion: One or more leaders in a disease or prevention area conclude that there is a need for the guideline *and/or*
2. Feedback from practicing primary care providers (e.g., at medical meetings, CCGC membership meetings)

### **Availability of resources to support guideline development**

Sufficient funding and staff support must be available to develop a new guideline or take an existing guideline through the CCGC endorsement process. The level of funding required depends on the level of CCGC support needed to coordinate the project. There are three general levels of CCGC involvement (listed from lowest to highest level of CCGC involvement):

1. CCGC endorsement of an existing guideline  
*CCGC Board/Membership and a panel of outside experts review and approve guideline. May include primary focus group, if needed.*

2. CCGC consultation on guideline development that is carried out by an outside organization *CCGC involvement varies but includes participation on the guideline committee and CCGC Board/Membership approval. May include primary focus group, if needed.*
3. CCGC coordination of the entire guideline development process *CCGC manages the overall project including: convening the committee; assisting with the literature review; organizing the focus group; and final presentation of the guideline to the CCGC Membership for approval.*

The following must also be considered when calculating the cost of a guideline project:

- ∞ Printing and dissemination if guidelines will be mailed or distributed in print form
- ∞ Development of supplemental materials to support the guideline (provider tool kit, patient education materials, videos/DVDs, power point presentations, etc.)
- ∞ Implementation projects that may accompany the guideline
- ∞ Evaluation of guideline adoption or effectiveness

In some instances, CCGC will work with organizations applying for a new guideline project to identify funding opportunities. Ideally, potential funding sources will be identified in the guideline application.

**NEXT STEP: IF INTERESTED, PLEASE COMPLETE THE ATTACHED GUIDELINE APPLICATION TO PRESENT A POTENTIAL GUIDELINE PROJECT TO CCGC.**



# Colorado Clinical Guidelines Collaborative Guideline Application

The Colorado Clinical Guidelines Collaborative (CCGC) is a unique non-profit coalition of health plans, physicians, hospitals, employers, government agencies, quality improvement organizations, and other entities working together to decrease fragmentation and implement systems and processes, using evidence-based clinical guidelines, to improve healthcare in Colorado.

Prior to developing any new clinical guideline, CCGC assesses the impact of the disease on the community and the resources available to develop and implement the guideline. Organizations interested in working with CCGC to develop a new guideline or seek CCGC endorsement for an existing guideline are requested to complete the following information.

Please type or print clearly.

## Applicant Information

Please complete the following information.

Type of Organization:  Healthcare  Non-profit  Educational Institution  Government Agency  Other \_\_\_\_\_

Contact Name: Dr./Ms./Mr. \_\_\_\_\_

First

MI

Last

Degree/Suffix

Title: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_ Web Address: \_\_\_\_\_

## Proposed Guideline

Guideline topic: \_\_\_\_\_

In the section below, please briefly describe the need for the proposed guideline including: 1) the burden of the disease (impact on morbidity, mortality, healthcare costs, etc.), 2) supporting evidence for recommendations for primary care providers, and 3) why the guideline is necessary (multiple, conflicting messages; gap in provider knowledge; hot topic; major interest in field of primary care, etc.). Please submit any supporting materials as attachments to this application.

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# Colorado Clinical Guidelines Collaborative Guideline Application

## Anticipated Resources

Sufficient funding and staff support must be available to develop a new guideline or take an existing guideline through the CCGC endorsement process. Please mark the level of involvement expected from CCGC:

- CCGC endorsement of an existing guideline
- CCGC consultation on guideline development that is carried out by an outside organization
- CCGC coordination of the entire guideline development process

Please describe the amount and source(s) of funding available for the guideline project:

Please list any local or national organizations interested in participating in the guideline project:

What is the anticipated timeline for the project?

## Applicant Signature

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

## Submit Application

Please mail this completed application to:

Colorado Clinical Guidelines Collaborative  
274 Union Blvd., Suite 310  
Lakewood, CO 80228