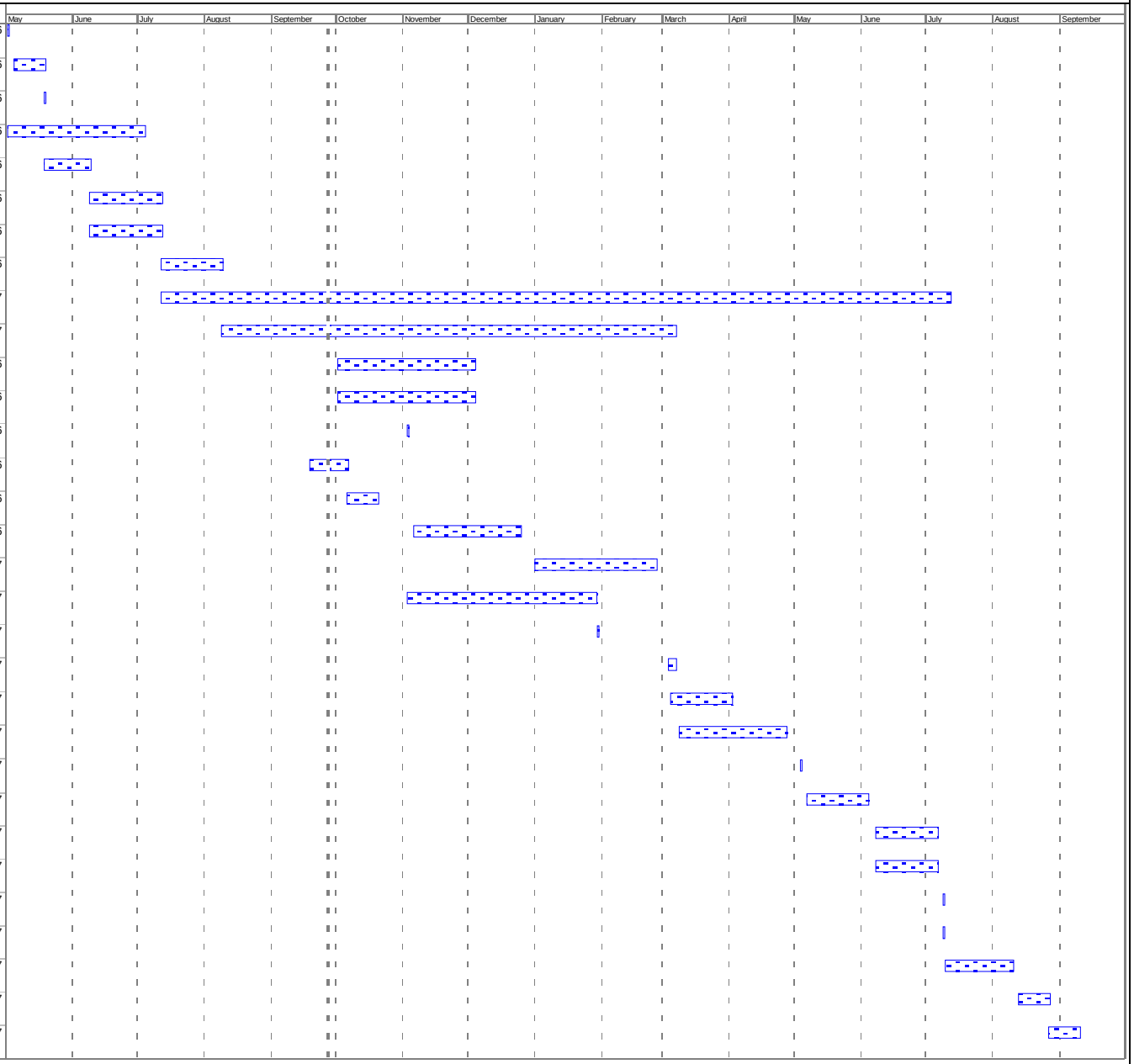
(Date: 10 July 2006)

LIVING KIDNEY DONOR GUIDELINE GROUP TIMELINE FOR PUBLICATION

Task Number	Task Name	Group Convenor	Group Member	CARI Office	External Review	Start Date	Finish Date
1	**1st Guideline Group Meeting - Decide topics, allocate responsibility (1 hr teleconference)**	x	x	x		2 May '06	2 May '06
2	Finalise topics (2 weeks)	x	x			5 May '06	19 May '06
3	Attend Training Workshop & First Face to Face Meeting (1 day)	x	x			19 May '06	19 May '06
4	Refine questions (PICOM Table) (9 weeks)	x	x			2 May '06	4 Jul '06
5	Literature search / screen abstracts (3 weeks)			x		19 May '06	9 Jun '06
6	Retrieve papers (4.5 weeks)			x		9 Jun '06	12 Jul '06
7	Develop data abstraction form (4.5 weeks)	x	x			9 Jun '06	12 Jul '06
8	Select articles per criteria (4 weeks)	x	x			12 Jul '06	9 Aug '06
9	Identify additional papers (12 months)	x	x			12 Jul '06	12 Jul '07
10	Review articles (7 months)	x	x			9 Aug '06	7 Mar '07
11	Create selected evidence tables (9 weeks)	x	x			2 Oct '06	4 Dec '06
12	Draft selected rationale text / CPG (9 weeks)	x	x			2 Oct '06	4 Dec '06
13	**2nd Guideline Group Meeting - Face to Face - Decide who will present what at DNT Workshop (1 day)**	x	x	x		3 Nov '06	3 Nov '06
14	Circulate draft to other GG* members & 2-3 appointed members of Steering Committee (1 week)	x	x		x	19 Sep '06	6 Oct '06
15	Consider comments received and amend draft guidelines (2 weeks)	x	x			6 Oct '06	20 Oct '06
16	Complete data extraction (7 weeks)	x	x			6 Nov '06	25 Dec '06
17	Update/verify tables (8 weeks)			x		1 Jan '07	26 Feb '07
18	Draft text/CPG (12 weeks)	x	x			3 Nov '06	29 Jan '07
19	Send draft to CARI to upload to website **	x	x	x		30 Jan '07	30 Jan '07
20	**Present draft CPG at DNT Workshop*** **	x	x			4 Mar '07	7 Mar '07
21	Update literature search (4 weeks)			x		5 Mar '07	2 Apr '07
22	Amend guidelines - comments from DNT meeting and via website (7 weeks)	x	x			9 Mar '07	27 Apr '07
23	**3rd Guideline Group Meeting - Face to Face - Discuss revised guidelines (1 day)**	x	x	x		4 May '07	4 May '07
24	Finalise draft for external review (send copy to CARI office) (4 weeks)	x	x			7 May '07	4 Jun '07
25	Peer Review (4 weeks)				x	8 Jun '07	6 Jul '07
26	Advertise for Public consultation (4 weeks)			x		8 Jun '07	6 Jul '07
27	Reviewer comments sent to GG/Revision of Draft			x		9 Jul '07	9 Jul '07
28	Public comments sent to GG/Revision of Draft			x		9 Jul '07	9 Jul '07
29	Incorporate comments (4 weeks)	x	x			10 Jul '07	10 Aug '07
30	Revised draft sent to 2-3 members of Steering Committee for approval (2 weeks)				x	13 Aug '07	27 Aug '07
31	Finalise document (2 weeks)	x	x			27 Aug '07	10 Sep '07



CPG = clinical practice guideline; *GG = guideline group; **Up on website date = 2 Feb '07; *** DNT Workshop = 4-7 March '07

(Date: 10 July 2006)

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Task Number	Task Name	Group Convenor	Group Member	CARI Office	External Review	Start Date	Finish Date
32	Send guideline to Nephrology for publication			x		11 Sep '07	11 Sep '07

May | June | July | August | September | October | November | December | January | February | March | April | May | June | July | August | September

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