Tool 6 AdHopHTA checklist for good-quality HB-HTA reports

What is this tool for?

HB-HTA reports must contain relevant information for those taking decisions on the health technology being assessed and be produced using suitable methods and tools. The assessment tool should answer the informational needs of hospital's decision-makers (healthcare professionals and managers) to ensure the robustness of results.

This checklist provides a hospital-based assessment tool addressing the most relevant information requested by decision-makers in HB-HTA. It is intended to act as a guide on how to conduct the assessment of (i) health technologies in a hospital setting, and (ii) the quality of existing HB-HTA reports.

Who is this tool for?

The tool was designed for use by HB-HTA units and other bodies responsible for delivering HB-HTA reports for the hospital.

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AdHopHTA checklist for good-quality HB-HTA reports

1 Basic information

- ☑ Are the authors of the HB HTA identified with appropriate contact details for provision of further information, including name of authors and the hospital where the technology is expected to be used?
- ☑ Are any possible conflicts of interest stated?
- ☑ Is there a statement on whether the report has been reviewed (internally or externally)?
- ☑ Is a short summary of the assessment provided?
- ☑ Are the PICO (population, intervention, comparison and outcome) elements clearly defined?

2 Methods & reporting

- ☑ Has a review of relevant literature been carried out (by the hospital or by others)?
- Not relevant ☐ If a review of literature has been carried out, are details of the literature search and review provided (e.g. date of search, key search terms, databases, selection criteria, flow diagram etc.)?
- ☑ If additional material or data was included, is information on sources and the process for selecting it given?
- ☑ Is there a statement on the quality of included information or data (e.g. the use of a checklist for the assessment of internal/external validity of included literature)?
- ☑ Is the level of evidence for included information or data described (e.g. specification of types of studies included or evidence level using a relevant evidence hierarchy)?
- ☑ Are the results of the assessment presented in a well-structured way?
- ☑ Is there a list of included references?

3 Results within domains

Clinical

- Not relevant ☐ Is the effectiveness of the technology on clinical outcomes described and quantitatively presented?

Safety

- Not relevant ☐ Are potential adverse effects described (e.g. timing, severity or frequency)?

Economics

- ☑ Is the perspective of the economic evaluation clear (e.g. societal, hospital etc.)?
- ☑ Are different types of cost elements described?
- ☑ Is there a quantitative presentation of costs?
- ☑ Are implications for hospital reimbursement described (e.g. in the form of a Budget Impact Analysis (BIA))?

Organisational

- ☑ Are organisational consequences inside the hospital department described (e.g. physical space impact, workload and workforce implications, qualification requirements for staff etc.)?
- ☑ Are organisational consequences *outside* the hospital department described?

Patient

- ☑ Is patients' experience of the technology and its consequences described (e.g. satisfaction, compliance, empowerment etc.)?

Strategic

- Not relevant ☐ Are strategic implications of the technology described (e.g. fit between the technology and the research strategy and local values of the hospital, prestige and competition among hospitals around the technology etc.)?

Other

- ☑ Is there a description of additional influencing factors – e.g. ethical implications (e.g. access, equity etc.), social implications (e.g. family dynamics, early return to work etc.) or legal implications (e.g. FDA-approval, CE marking etc.)?

4 Discussion & recommendations

- ☑ Are the findings / results of the assessment discussed (e.g. uncertainty, sensitivity analysis, possible limitations of the approaches used or sources of bias from different types of evidence)?
- ☑ Are any recommendations from the assessment stated?
- ☑ Are there suggestions for further actions (e.g. research projects, quality assurance, updating the review after a period etc.)?

EXPLANATORY NOTE

Answers for the questions no. 1-6, 9-12, 22, 24-16 in the checklist can be addressed as:
- ☑ **Yes**
- ☒ **No**

While remaining questions no. 13-21, 23 can be addressed as:
- ☑ **Yes**
- ☒ **No**
- ☐ **Not relevant**

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