

How do I upload my clinical guidelines to the Pediatric Clinical Guideline (PCG) website?

Step 1. Create a clinical Guideline on PCG template

What is a Clinical Guideline?

Clinical guidelines and policies both play essential roles in healthcare, but they serve different purposes. Clinical guidelines are evidence-based recommendations developed to assist healthcare providers in making informed decisions about patient care. They offer best-practice suggestions based on current research and expert consensus but are generally flexible, allowing for professional judgment and patient-specific considerations.

How is this different from a “Policy”?

In contrast, policies are formal rules or protocols established by an organization or governing body that must be followed. They are often based on legal, regulatory, or institutional requirements and deviation is considered non-adherence to standard of care. UC Davis policies can be found on the Ellucid intranet website.

While guidelines support clinical decision-making, policies dictate mandatory procedures to ensure consistency, safety, and compliance.

What to include (and exclude) on the clinical guideline?

The document needs to be on the PCG template- which includes a standardized format and medical legal disclaimer. Please email Christina (Muffy) Sollinger (csollinger@ucdavis.edu) for a word document of the PCG template.

Ensure that the date of creation or revision of the document and the main authors initials are at the footnote of each page.

Because this is a public accessible website, do not include any patient information or direct contact information (Unit telephone numbers, pager numbers, cell phone numbers, etc).

Step 2. Peer Review Process

Complete a Peer Review Process for the clinical guideline- typically done within your division.



This peer review process can be done multiple ways, but it's important that it's reviewed by everyone who has contributed to it and presented to the division that will own/use the guideline.

Step 3. Saving and sending the guideline

Save the Clinical Guideline with the following:

Name of Division_(For NICU, Add the name of the system)_Name of Guideline

Ex.

1. NICU guideline for Hypoglycemia→" NICU_Endo_Hypoglycemia Management"
2. Infectious Disease guideline for Covid→ ID_Covid Treatment

Send completed guideline to Christina (Muffy) Sollinger to be uploaded on the website.

Confirm in email request to Dr. Sollinger that the guideline is:

1. Evidenced Based
2. On the PCG template with date and author initials
3. Peer reviewed by the division or review group

Typically, it takes 5-10 business days to upload a guideline once emailed to Dr. Sollinger.

Medical Legal Disclaimer:

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