Systematic Review checklist

I. What is your research question?
   i. Do you have a clearly defined clinical question? [Well-formulated SR questions use a structured format to improve the scientific rigor of an SR, such as the PICO(TS) mnemonic: population, intervention, comparator, outcomes, timing, and setting1]
   b. Can you provide terminology and possible variations to describe your major concepts

II. Are there other systematic reviews that already answer your question?
   a. Have you searched Cochrane
   b. Have you searched Prospero?

III. Do you have a detailed set of objectives and methods for your systematic review?
   i. Do you need help developing a protocol? [The protocol should include information regarding the context and rationale for the review, primary outcomes of interest, search strategy, inclusion/exclusion criteria, data synthesis strategy, and other aspects of the research plan.2]
   b. Have you registered your protocol?

IV. Do you have a research team? [The review team should be capable of defining the clinical question and performing the technical aspects of the review. It should be multidisciplinary, with experts in SR methodology, including risk of bias, study design, and data analysis; librarians or information specialists trained in searching bibliographic databases for SRs; and clinical content experts. Other relevant users and stakeholders should be included as feasible3]
   a. Do you need a data analyst?
   b. Do you need a biostatistician?
   c. Do you need a results screener?

V. What databases and other information resources do you plan to use? [The appropriate sources of information for an SR depend on the research question, analytic framework, patient outcomes of interest, study population, research design (e.g., trial data vs. observational data), likelihood of publication, authors, and other factors. Relevant research findings may reside in a large, well-known bibliographic databases, subject-specific or regional databases, or in the grey literature.4]
   a. More than one database may be required (e.g. PubMed, Embase, etc.)
   b. Grey Literature ()

VI. How will you organize and manage the results?
   a. Will you use EndNote?
   b. Or, will you create your own database?

VII. How will you screen your results?
   a. Search results must be systematically and independently screened by your research team.
   b. The search results and the results of the screening process must be thoroughly documented.

VIII. What is your timetable for the systematic review?

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2 Ibid.
3 Ibid.
4 Ibid.
IX. **Where would you like to publish your systematic review?**  
   a. You need to find out the submission requirements that are specific for systematic reviews.

X. **Are you prepared to update your systematic review?**  
   a. A plan should be developed for post-publication updating of the review. IOM Standard 3.1.7

XI. **Will the librarian be included as a co-author?**