

# Guideline Panel Nomination Form

The American Urological Association (AUA) is seeking nominations to populate an upcoming guideline panel on Upper Tract Urothelial Carcinoma. The AUA advocates for a diverse and inclusive environment within the association, as well as the global urology community. As such, we welcome diversity of race, ethnicity, gender, viewpoint, practice setting, and geographic location. In an effort to create a multidisciplinary panel, applicants from multiple specialties are invited to apply for this opportunity; these include but are not limited to the following: general urology, urologic oncology, medical oncology, endourology, pathology, radiology.

## Panel Roles and Participation Requirements

Panel Members use their clinical expertise to inform the project scope, interpret evidence, ensure the quality and accuracy of the guideline, and develop all guideline statements and corresponding supporting text.

Every Panel Member is expected to contribute to calls and meetings and to work with the Panel Chair, Vice Chair, and Guidelines staff to keep the project moving forward. Panel Members may expect to be involved in discussions with the Methodologist on drafting a work plan; reviewing, interpreting, and working with the systematic review report; drafting recommendations; writing and editing the guideline document; and addressing peer review concerns.

Guideline Panels run for approximately a 2 - 2 ½ year period.

*Specific requirements include:*

- Completing the required conflict of interest (COI) disclosure and keeping Guidelines staff informed of any COI changes for the duration of the project\*
- Reviewing project scoping documents, evidence reports, and project-specific guideline documents
- Providing additional input as needed via e-mail or phone in a timely manner
- Participating in 5-10 conference calls (each 1 to 3 hours in duration)
  - Participating in additional calls or webinars as necessary
- Participating in 1-2 virtual or in-person meetings at AUA headquarters

*\*Note that all individuals appointed to serve on the guideline panel will be subject to COI restrictions that prohibit the addition of any new COI directly related to the guideline subject matter for the duration of guideline development and for one year following publication of the guideline.*

## Subject-Matter Expertise

Nominees should have a track record demonstrating depth of understanding of the disease and strong interest in treating patients with upper tract urothelial cancer. Relevant background may include, but is not limited to, the following:

- Extensive clinical experience in management of urothelial cancer, including developing evidence-based standards of care
- Published clinical or basic science research focus in upper tract cancers

- Clinical trials experience in upper tract disease
- Focus on strategies involving multidisciplinary care, including investigation of hereditary and environmental risk factors

Nominees with subject matter expertise in more than one of the above areas will be given preference in the selection process. The AUA will endeavor to ensure representation from a variety of stakeholder backgrounds and perspectives.

## Application Requirements

The AUA welcomes both self-nominations and third-party nominations. Third-party nominations must indicate that the nominated individual has been contacted and is willing to serve as described above.

To nominate an individual to this panel, please submit the following information:

- A brief statement of interest in the project and description of nominee experience/knowledge relevant to the panel
- Description of current practice type (e.g., academic, large group, small group, solo, VA)
- A short biography **OR**
- A curriculum vitae (CV)

Please e-mail these materials to [bbixler@auanet.org](mailto:bbixler@auanet.org) using the subject line ***“Nomination for UTUC guideline panel.”***

The deadline for all nominations is **April 30, 2021.**

## Questions

Please contact Brooke Bixler at [bbixler@auanet.org](mailto:bbixler@auanet.org), with any questions about the project.

Please note that formal appointment to the panel is subject to approval by AUA governing bodies.