

A checklist for HTA reports

This summary form is intended as an aid in recording of the extent to which a health technology assessment (HTA) report meets the 15 questions given in the checklist. To be completed and sent to the INAHTA Secretariat by email (secretariat@inahta.org).

It is NOT intended as a scorecard to rate the standard of HTA reports – reports may be valid and useful without meeting all the criteria that have been listed.

An introduction, background, objective, context of material in the HTA checklist, etc is available at www.inahta.org/HTA/Checklist.

Reference of report	
Organization (acronym)	
Name of person completing the checklist	
Email	

Item	Yes	Partly	No
Preliminary			
1. Appropriate contact details for further information?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Authors identified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Statement regarding conflict of interest?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Statement on whether report externally reviewed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Short summary in non-technical language?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Why?			
6. Reference to the policy question that is addressed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Reference to the research question that is addressed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Scope of the assessment specified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Description of the assessed health technology?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How?			
10. Details on sources of information and literature search strategies provided?			
Search strategy <input type="checkbox"/>	Databases <input type="checkbox"/>	Year range <input type="checkbox"/>	Language restriction <input type="checkbox"/>
Primary data <input type="checkbox"/>	Other kind of information resources <input type="checkbox"/>		
Complete reference list of included studies <input type="checkbox"/>	List of excluded studies <input type="checkbox"/>	Inclusion criteria <input type="checkbox"/>	Exclusion criteria <input type="checkbox"/>
11. Information on basis for the assessment and interpretation of selected data and information?			
Method of data extraction described? <input type="checkbox"/>	Critical appraisal method (for quality assessment of the literature) described? <input type="checkbox"/>	Method of data synthesis described? <input type="checkbox"/>	Results of the assessment clearly presented, eg, in the form of evidence tables? <input type="checkbox"/>
Context?			
12. Information on context (<i>may or may not apply to each HTA</i>).			
(Medico-) legal implications considered? <input type="checkbox"/>	Economic analysis provided? <input type="checkbox"/>	Ethical implications considered? <input type="checkbox"/>	Social implications considered? <input type="checkbox"/>
Other perspectives (stakeholders, patients, consumers) considered? <input type="checkbox"/>			
What then?			
13. Findings of the assessment discussed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Conclusions from assessment clearly stated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Suggestions for further action?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>