The EUnetHTA Companion Guide –
A repository to strengthen the quality of EUnetHTA’s joint HTA production

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Background and Objectives

Good quality management and the sound application of EUnetHTA’s (European network for Health Technology Assessment) well-established methodology and tools are fundamental prerequisites for reliable and trustworthy joint work. They are the backbone for an efficient generation and incorporation of joint productions in national or regional HTA activities.

To provide ultimate support and guidance to the joint assessment teams of EUnetHTA – and further, to ensure a sustainable mode of work for post-2020 – a comprehensive web-based so called “EUnetHTA Companion Guide” is established in Joint Action 3.

The EUnetHTA Companion Guide is supposed to act as a reliable and valuable partner, supporting authors of HTA in all phases of the EUnetHTA assessment process. It is jointly developed by the two Activity Centres of EUnetHTA Work Package WP6 “Quality Management, Scientific Guidance and Tools”. They both contribute to the Companion Guide according to their respective focus of work.

Structure and Content

In May 2018, the “EUnetHTA Companion Guide” has been launched and is now available to all EUnetHTA partners. The Companion Guide provides central access to all components of the newly established Quality Management System (QMS) for EUnetHTA via a web-based wiki-platform. The Process Flows and Standard Operating Procedures (SOPs) as central part of the QMS will continuously replace the procedure manuals of Joint Action 2.

The Companion Guide is divided into four main parts:

1. EUnetHTA’s quality management concept
2. Quality management for rapid REA Pharma
3. Quality management for rapid REA Other Technologies (OT)
4. QMS-related training material

The QM concept paper establishes the main terms and definitions for a common QM understanding amongst EUnetHTA partners and introduces the QMS of EUnetHTA.

The assessment processes for rapid Relative Effectiveness Assessment (REA) Pharma and OT have been subdivided into single process steps for which the Companion Guide provides SOPs, checklists, templates, guidelines and tools. The user can choose to either see the whole list of SOPs or the SOPs sorted by role in the assessment team (author, reviewer, project manager).

The user will have access to training modules via the Companion Guide which provide information on how to use the Companion Guide. Moreover, the training material enables HTA-doers of all EUnetHTA partners to build up necessary QM capabilities. The content of the Companion Guide is repeatedly subject to evaluation with regard to the achievement of its purpose to ensure high-quality HTA reports.

Target Platform and Data Types

The EUnetHTA Companion Guide is based on the open source Wiki software “DokuWiki”. It is mainly text based but also includes links to PDF or WORD files and to the EUnetHTA Intranet.