

Call for nominations for representation from civil society in WHO 2015 antiretroviral guidelines development process

The WHO is revising the consolidated guidelines on the use of antiretroviral drugs for treating and preventing HIV infection. The updated guidelines to be released in December 2015 will update the guidance from 2013 and include new areas such as the use of laboratory diagnostics, improving the quality of care, treatment of other comorbidities and treatment and delivery of HIV care for adolescents. The guidelines are to be used by national HIV programme managers to plan clinical services for people living with HIV.

Guidelines Development Groups (GDG) of external experts are being formed to monitor the progress of the guidelines and to provide views at several points to make sure that the final guidelines contain recommendations based on the best available evidence and are relevant for people living with HIV.

WHO Department of HIV/AIDS is seeking nominations from civil society organisations and people living with HIV to participate as members of the Clinical and Operational GDGs. Each group will be comprised of approximately 40 experts from different geographical regions and with a variety of experience in different fields of planning and delivering care for people with HIV.

- **Clinical GDG** to review evidence and make recommendations on clinical guidelines for adults, adolescents, children and pregnant women.
- **Operational GDG** to review evidence and make recommendations on the quality of care, strategies for linkage to care, retention in care, adherence to treatment and management of comorbidities.

We are seeking **8** people from civil society organizations or people living with HIV to participate in the GDGs: **4** for the Clinical GDG and **4** for the Operational GDG.

The roles and responsibilities of GDG members will include:

1. To understand the data collected from community sources throughout the guidelines process.
2. To provide expert opinion as part of the GDG on the content of the guidelines, including ranking of outcomes, reviewing the evidence and making recommendations.
3. To assist dissemination and implementation of the guidelines by facilitating communication with people living with HIV.

Requirements of the role

1. To review all documents related to evidence prior to the GDG meetings in particular the results from community consultations.
2. To attend 2 GDG meetings: 1 online virtual meeting April 2015 (1 day) and 1 in person in Geneva planned for June 2015 (4 days).
3. To contribute to the meeting as an expert and by offering views on how the recommendations will impact on people living with HIV.
4. To participate in a review process of the draft guidelines prior to publication and to ensure the content of products are relevant to people living with HIV.

5. To disseminate information from the GDG meetings and assist in sharing the final document with community networks and peers.
6. To participate in feedback following the process to improve the expert representation from communities for future guidelines.

Specifications

We greatly value the importance of views and expertise from civil society to participate in this process and to ensure the guidelines are relevant. We encourage applications from individuals working in civil society organizations and people living with HIV who have experience in ARV treatment and can be confident within a group of experts to share their views. Prior experience of guidelines development at WHO or other expert meetings would be advantageous. The WHO process follows the GRADE framework and whilst we will provide training on this framework, the applicants would benefit from prior knowledge of research and policy development.

We would like to identify individuals who represent communities or civil society organizations and therefore we would request that you demonstrate a nomination process or include a written statement from two referees who nominate you.

We will conduct all communication in English. You will be required to communicate virtually, via email, as required through the guidelines process from **Jan 2015-Dec 2015**. We will ensure that you are provided with briefings on the content of work conducted prior to the guidelines-related meetings including scoping meetings, key areas to be addressed, work conducted on the feasibility of recommendations and community consultations in electronic format. We will also provide you with suggestions to communicate and disseminate your experiences and the recommendations in the guideline after they are launched.

Successful participants will not be remunerated for their time however costs for attendance at meetings, including flights, accommodation and a payment for per diem expenses, will be covered by WHO.

Application process

Please send your expression of interest via email to Rachel Beanland beanlandr@who.int with

WHO 2015 GL call for nominations in the subject heading by the **30th January 2015**.

In your application please include:

1. A brief letter of motivation, outlining your reason for applying and experience in similar roles.
2. CV
3. Statement of support by 2 peers from community groups or evidence of an internal nomination process.

All applications will be reviewed by an internal panel. The outcome of the process will be communicated to all applicants within 4 weeks of the deadline.

For any questions, please contact Rachel Beanland beanlandr@who.int