

Guidance for Reviewers

Thank you for your interest in providing feedback on BNF Publications draft content.

Please read this guidance for reviewers thoroughly. Take note that the draft content presented on www.bnf.org/consultation is provisional and may/may not constitute BNF Publications' published content, which may change after consultation, and accordingly, no reliance is placed on its content.

The consultation process allows users to provide us with objective and constructive feedback on the draft content's:

1. Reflection of current practice
 2. Representation of the existing literature
 3. The practicality of the recommendations
 4. Any areas for consideration that are not currently addressed
 5. Constructive views of the content's validity and relevance to your practice
-
- Please appraise the draft content; comments should be balanced, unbiased, clearly structured and must contain up-to-date information;
 - Points to consider in the consultation include: areas that are not covered but which appear to fall within the content scope; and, if appropriate, the practicality of the suggested recommendations;
 - Comments on the draft text should be constructive, with supporting references where possible.
 - Proofreading the draft content e.g. typographical errors or grammar is not required as the text will be edited before publication; however, where the meaning of the content is unclear, this can be highlighted by providing suggestions about how to improve the clarity of the draft text;
 - For details of how BNF content is produced please see How the BNF is constructed (<http://www.bnf.org/about/>);
 - Please note that the draft text presented here is provisional and may/does not constitute the BNF's published content, which may change after consultation;
 - Comments must be submitted using the comments proforma and should be carefully constructed so that the BNF Publications' editorial team will fully understand the intention of the comments; comments should not be open to misinterpretation and full words for any abbreviations or acronyms must be given;
 - For organisational responses; combine all comments from your organisation into one response; we cannot accept more than one response from each organisation.
 - Comment even if you agree the draft content is a true reflection of the subject and practice.



PLEASE NOTE: The BNF reserves the right to summarise and edit comments received during consultations, or not to publish them at all, where in the reasonable opinion of the organisation the comments are voluminous, publication would be unlawful or publication would be otherwise inappropriate. Individualised feedback is not normally provided to reviewers.

Consultations will be accessible for a period of 2 weeks; comments must be received before midnight on the closing date specified in the draft content. Comments received after this date will not be considered unless notified and agreed in advance.

BNF Publications make the final editorial decision about published content. We will not be in a position to provide individual responses to consultation submissions. For details of how BNF Publications content is produced please see <http://www.bnf.org/about/>.