**Comprehensive Literature Search Planning Form**

**Team lead:  
Mentor, if applicable:  
Department(s):**

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| **Research Question(s):** |  | | | |
|  | **Key Concepts, Synonyms** | | **Inclusion Criteria** | **Exclusion Criteria** |
| **Population or problem of interest** |  | |  |  |
| **Interventions / prognostic factors / diagnostic test / exposure of interest (or other variable of interest)** |  | |  |  |
| **Comparison (if any)** |  | |  |  |
| **Outcome** |  | |  |  |
| **Study Types**   * Observational? * Experimental? * Qualitative? * Case reports? * Editorials, letters, comments? |  | |  |  |
| **Please list 5-10 relevant references to represent the articles expected in the results (include PMID or DOI, if possible):** | | | | |
|  | |  | | |
| **Publication Limits**  Any reason this search should be limited by date? Human Animal Both  Ages: | | | | |

**Comprehensive Literature Search Policies and Service Provision Agreements** [**https://mclibrary.duke.edu/training-and-consulting/systematic-reviews-literature**](https://mclibrary.duke.edu/training-and-consulting/systematic-reviews-literature)

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| **Policy or Service Provision:** | **Initial for Agreement** |
| **Authorship:** Given the expertise and significant time commitment involved in this work, it is the Library’s policy that librarians' contributions to most reviews warrant co-authorship on manuscripts. |  |
| **Point of contact:**, I am the primary point of contact between the librarian and the rest of the author team and if this changes to a non-Duke patron, the librarian may withdraw support. |  |
| **Grant Funding:** Librarian effort should be included in a grant proposal if the comprehensive literature search is going to be a primary deliverable of a grant-funded project. |  |
| **Draft Manuscript:** I will send the full manuscript (including figures, tables, and supplementary materials) to the librarian for review before journal submission. |  |
| **Full-Text Provision:** Obtaining full-text articles is the responsibility of the team. The librarian will provide some assistance with automated retrieval using citation management systems. The team should anticipate allocating significant time locating the remaining articles via hand-searching. Articles for which our Libraries do not have access can be ordered by the team using the Library’s interlibrary loan service. |  |
| **Librarian Deliverables:** | **Initial for Agreement** |
| **Search design and conception:** librarians design search strategies in accordance with the research question(s), with team input on search terms. |  |
| **Appendix - reproducible search strategies:** librarians will provide search strategies in a reproducible table format for inclusion in the manuscript’s appendices or supplementary materials. |  |
| **Search results:** librarians will run searches across all databases and upload search results to a Covidence project (or other agreed upon process for reviewing search results). |  |
| **Methods:** librarians will write the section of the Methods that address the sources and search strategies. |  |
| **Review of final manuscript:** librarians will review the final manuscript. |  |

**Other considerations for comprehensive literature searches to support evidence syntheses**

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| **Are there any related systematic reviews or scoping review on this topic?** If so, please list the citation below: |
| **If you plan to conduct a systematic review, what risk of bias/quality assessment tool do you intend to use?** |
| **If you plan to conduct a meta-analysis, have you identified a statistician to help with statistical analysis?**   * No, we are not conducting a meta-analysis * Yes, we are conducting a meta-analysis. Statistician/Statistical Support Source: |
| **Who will be screening abstracts with you?** |
| **Desired date to begin screening articles:**  **Target completion date:** |