

01

Stage 1 : First Draft



- Content reviewed by PCO UK Content Editor who creates first draft of Key Practice Point (KPP) for UK-based practice.

02

Stage 2 : Review



- First draft KPP is assigned for review by:
- Clinical Experts from Paediatric Specialty Groups and Special Interest Groups
 - General Practitioner, Nurse, Health Visitor
 - Paediatric Trainee

03

Stage 3 : Second draft



- PCO UK Content Editor responds to each comment from reviewers and creates a final draft of the KPP

04

Stage 4 : Final draft



- Each KPP undergoes a final review by:
- PCO UK Lead Editor
 - PCO UK Deputy Editor
 - PCO UK Pharmacist
- Copyedit by PCO UK Staff Editor

05

Stage 5 : Consultation



- Each KPP is sent for 2 week consultation to:
- RCPCH Clinical Standards Consultation Panel
 - Convenors and Clinical Leads of Paediatric Specialty Group and Special Interest Groups
 - PCO UK Partner organisations (including RCGP Clinical Advisors Group and RCN)

06

Stage 6 : Final Version



- PCO UK Content Editor responds to each consultation comment and makes changes to create the final version of the KPP
- Final copyedit by PCO UK Staff Editor
- Final review by PCO UK Pharmacist

07

Stage 7 : Publishing



- PCO UK Staff Editor prepares final version
- PCO UK Content Editor signs off final version
- KPP is published on the PCO UK website