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| --- | --- | --- | --- | --- | --- | --- |
| **Article****#** | **Author & Date** | **Evidence Type** | **Sample, Sample Size & Setting** | **Study findings that help answer the EBP question** | **Limitations** | **Evidence Level & Quality** |
|  |  |  | o N/A |  |  |  |
|  |  |  | o N/A |  |  |  |
|  |  |  |  o N/A |  |  |  |
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**Directions for Use of the Individual Evidence Summary Tool**

**Purpose:** This form is used to document the results of evidence appraisal in preparation for evidence synthesis. It provides the EBP team with documentation of the sources of evidence used, the year the evidence was published or otherwise communicated, the information gathered from each evidence source that helps the team answer the EBP question, and the level and quality of each source of evidence.

**Header**: Record the EBP question and date of the EBP project for reference.

**Article #:** Assign a number to each reviewed source of evidence. This organizes the Individual Evidence Summary and provides an easy way to reference articles.

**Author and Date:** Indicate the last name of first author, or the evidence source and the publication/communication date. It is important to list both author/evidence source and date because several documents may be from the same source.

**Evidence Type:** Indicate the type of evidence reviewed (*example: RCT, meta-analysis, qualitative, systematic review, case study, narrative literature review*).

**Sample, Sample Size, and Setting:** This is only applicable for evidence levels I, II, III, and level V quality improvement, financial or program evaluation. Provides a quick view of the population, number of participants, and where the study took place.

**Study findings that help answer the EBP question:** Although there may be many points of interest to the reviewer, list only findings that directly apply to the EBP question.

**Limitations**: Include information that may or may not be within the text of the article regarding drawbacks of the piece of evidence. The evidence may list limitations, or it may be evident to you as you review the evidence that an important point is missed, or the sample does not apply to the population of interest.

**Evidence Level and Quality:** Using information from the individual appraisal tools, transfer the evidence level and quality rating into this column.