

University of Massachusetts Medical School/Lamar Soutter Library (LSL)

Systematic Review Service Procedure

Lamar Soutter Library uses [The Institute of Medicine \(IOM\): Standards for Systematic Reviews, 3.1](#), recommending the systematic review team work with a librarian trained in performing systematic reviews, assisting in developing the protocols, constructing and implementing comprehensive search strategies, and in writing research methodologies.

Librarians at the Lamar Soutter Library are expert searchers who support and guide investigators through the systematic review process. Systematic reviews that begin with a detailed protocol and data management plan can progress more smoothly. Contacting the library as soon as you decide to conduct a systematic review will assure efficiency in the process.

Services Provided:

1. Determine if a systematic review is the best tool to meet your research needs. There are other types of reviews that are available. Often, the systematic review format is not the best type of review to answer your research question
2. Conclude if a systematic review has already been done on your subject
3. Define the research question
4. Assist in writing the protocol
5. Identify databases and grey literature resources
6. Develop the systematic search
7. Construct search strategies for each database
8. Execute searches and download the results to EndNote or RefWorks.
9. Use RedCAP, Rayyan, AHRQ Systematic Review Data Repository, Excel or other data management tools to facilitate article review
10. Serve as an initial reviewer of abstracts against inclusion/exclusion criteria
11. Track the search result numbers in a PRISMA flowchart
12. Write the search methodology section of the systematic review
13. Identify best options for publishing the review

ADDITIONAL CONSIDERATIONS:

As the initial portion of a systematic review can take many weeks to complete, funding support that you may have available to contribute to the library will allow a dedicated deadline to be established for the completion of the initial part of review, giving you more control over your timeline. If funding is not available, the library will work with you on your review. However, the length of time needed by the library to complete the initial portion of the review will vary depending on the number of reviews currently in process and the anticipated work flow.

CONTACT INFORMATION AND TIMELINE

A librarian can meet with you and/or your team to determine your specific needs and to set up a time line. To request a librarian to help with your systematic review, contact Len Levin at 508 856-6028 or len.levin@umassmed.edu.

Expected Systematic Review timeline

Process	Timeline (with funding support)	Timeline (without funding support)
Initialization of project	Month 1	Month 1
Define question/protocol	↓	↓
Build search	↓	Month 2
Run searches	Month 2	↓
Organize search results	↓	Month 3
Review search results	↓	Month 4
Acquire full text (may incur document delivery charges)	Month 3	Month 5
Create abstraction form	↓	↓
Write methodology	↓	Month 6