

## Guidelines for preparing an analytical report

Social Care Institute for Excellence (SCIE) knowledge reviews will usually include both a research review and a practice survey. This paper sets out guidelines for reviewers undertaking an analytical report for SCIE. When preparing a knowledge review, reviewers are asked to examine the relationship between research and practice by preparing a summary which will be published and which will draw together the main overall messages of the knowledge review and by preparing an analytical report which will not be published and which will present implications of the findings for practice. The analytical report will be used by SCIE to develop further work which will point to knowledge and information about partnership working, including examples of good practice.

The analytical report will note the similarities and differences between research and practice. The knowledge review summary will indicate the strength of key messages in both of these areas. The analytical report will indicate the impact of messages from one approach upon the other. For example, practitioners may be extremely interested in and informed by what a researcher may see as a minor detail. Similarly, researchers may see the significance of details that are otherwise taken for granted by practitioners. The Report will draw on the experience of and discussions within the review team and with practitioners and other identified stakeholders.

### **Format**

The analytical report should be no more than 2,500 words and should include:

- any changes to perception or additions to key messages when considered from the different perspectives of researcher or practitioner
- any other changes of perception that should be considered in implications for practice implementation.

SCIE's Practice Guide Quality Assurance Advisory Group will consider the analytical report. Reviewers may be asked to present their report and the implications for the development of the SCIE guide to the advisory group.