National Maternity Monitoring Group identifies guidance that would be appropriate at national level and requests that its developer seeks ratification.

- **Guidance developer makes written request for ratification to the Ministry of Health**

  - Ministry assesses request for ratification and advises developer to complete a review using the Agree II instrument.

  - Developer applies the Agree II instrument to the guideline and submits the results of the Agree II appraisal and any supporting documents to the Ministry.

  - Ministry advises developer of process and time frames.

  - Ministry does not ratify guidance.

  - Ministry advises guidance developers of outcome.

  - Ministry ratifies guidance.

  - Ministry advises guidance developers of outcomes, next steps and time frames.

  - Ministry publishes guidance on the Ministry website as national guidance.

  - Ministry disseminates guidance according to established processes.

  - Ministry reviews uptake of guidance through the Maternity Quality and Safety Programme.

  - Sector adopts and implements guidance, as specified in the New Zealand Maternity Standards.

  - Ministry reviews national guidelines five-yearly. It is the guidance developer’s responsibility to review their guidance five-yearly.

January 2016

The National Maternity Monitoring Group consider the appraisal team’s report, and make a recommendation to the Ministry that the guideline be either ratified or not ratified.