

## INTERNAL RULES

# WORKING GROUP RECOMMENDATIONS AND GUIDELINES (Swiss N-REG)

Working Group of the Swiss Society of Nephrology

*(unanimously approved at the SGN Board meeting of 20.03.2026)*

### Description of the Working group

The Swiss Nephrology Working Group for Recommendations and Guidelines (Swiss N-REG) is a working group of the Swiss Society of Nephrology (SGN/SSN)

### i. Preamble

A standardised, evidence-based approach to diagnosis, disease management and therapy is essential in Nephrology. An increasing number of international guidelines are emerging in Nephrology but their full application in the swiss context is not always straightforward. Besides nephrologists and other specialised health care professionals, Guidelines and Recommendations in Nephrology can also affect primary care physicians, internists, and other medical specialities.

### ii. Aim & mission of the working group

- Endorse International Recommendations and Guidelines relevant for patients with kidney disease in Switzerland and provide practical recommendations that consider the feasibility in Switzerland.
- Swiss-NREG prioritizes endorsement or adaptation of international Recommendations and Guidelines to the Swiss context. De novo documents are exceptional and requires predefined criteria (such as a relevant gap for Switzerland, high impact, feasibility) and an update plan.
- Develop implementation guidance for emerging therapies/rapidly evolving areas preferably via endorsement/adaptation; de novo only when criteria are met and aligned with the SSN/SGN Board.
- Promote evidence-based guidance for kidney health and screening in Switzerland.
- Collaborate with Smarter Medicine Switzerland to periodically review/update the nephrology Top-5 “Choosing Wisely” recommendations and support dissemination.
- Address external requests relevant to Swiss Nephrology when formally assigned by the SSN/SGN Board.

### iii. Definition of the interaction

- The working group operates independently but reports to the SGN/SSN Board, including through an annual report.
- The working group is supported by the Back Office of the SGN/SSN.
- Topics to be addressed by the working group can be initiated either top-down or bottom-up. In the top-down process, an official request to the SGN/SSN is reviewed by the SGN/SSN Board, which mandates Swiss N-REG to address the request. In the bottom-up process, SGN/SSN members or the Swiss N-REG members propose topics which are then submitted to the SGN/SSN Board for approval before initiating work.

### iv. Implementation and Dissemination

- The WG operates independently but reports to the SGN/SSN Board. Once Swiss N-REG has finalised a new Recommendation, Guideline or Standard, the document should be circulated for consultation among all SGN/SSN members (draft sent by email with one month to provide feedback). Swiss-NREG is responsible for analysing the feedbacks and deciding on modifications for the final document. In all cases, the final document must be approved by the SGN/SSN Board.
- Swiss-NREG recommendations support clinical practice and do not replace individual clinical judgment. They do not constitute binding rules and cannot be used as the sole criterion for medico-legal or insurance assessments
- Whenever relevant, periodic reviews of issued Recommendations and Guidelines are scheduled.
- Guidelines and Recommendations issued by other Swiss Medical Societies but relevant for Nephrology are evaluated by Swiss N-REG. They can be endorsed by the SGN/SSN without consultation of the SGN/SSN members providing Swiss N-REG and the SGN//SSN Board approve them.
- A broad dissemination of a new Recommendation, Guideline or Standard is recommended. A systematic display occurs on the Website of the SGN/SSN. If relevant for implementation, dissemination can take place through the FMH, patient organizations, the Swiss Kidney Foundation, and/or other medical societies, as well as in the form of a publication.

**v. Structure of the working group**

- President
- Members (maximum of 8 excluding the president):
  - nephrologists or other health care professionals in nephrology
  - a representative of the FMH (optional but highly recommended). The FMH representative facilitates national institutional coordination and dissemination
  - a patients' representative (optional but highly recommended)
- The members list is published under [www.swinephrology.ch](http://www.swinephrology.ch)
- Experts, including specialist nurses and dieticians, can be called in for specific projects

**vi. Members of the working group**

- The president is proposed by the board of the SGN/SSN upon candidacy submission and elected by the SGN/SSN General Assembly for 2 years, renewable twice (max. 6 years as president)
- The members of the working group represent the french, italian and german language regions. Nephrologists must be members of the SGN/SSN and their election must be approved by the Board of the SGN/SSN. The term of office is 2 years, renewable twice (max. 6 years)
- Disclosure of interest (such as expert roles, membership on advisory boards or honoraria from pharmaceutical companies) over the previous 2 years does not exclude the participation in the Swiss N-REG. However, such interests must be declared to the SGN/SSN and clearly stated in any Recommendation or Guideline issued by Swiss N-REG. Swiss N-REG members should refrain from issuing individual written expert statement.
- Members of the Swiss N-REG do not provide individual support or letters of recommendation for specific products or companies. Official positions are issued only as SGN/SSN documents that have been approved through the formal process.

**vii. Internal voting**

Whenever possible, Swiss N-REG should reach a consensus. If necessary a vote can be decided by the President or any member of the Wg

In the event of a tie, the President has the casting vote. For a vote to be valid, at least 50% of the members must be present.

Voting may take place during Working Group meetings. If necessary, voting by email is also possible.

**viii. Meetings**

- Ad hoc on-line meetings throughout the year (expected 3-4).
- If possible once yearly in-person meeting