Preparation of editorial items follows a strict and comprehensive quality assurance process:

- All project outputs are reviewed by editorial and business team leaders, to ensure:
  - Scientific accuracy
  - Clarity of clinical and scientific statements
  - Consistency with communication objectives
  - Appropriate tone and style
- All data/references are checked by writers several times during the project
- Editors check style consistency and formatting

External sign-off (dependent on project type) required at each stage