LLM WORKS

A LLM Worksheet for Outcomes Researchers for Key Research Tasks using Unstructured, Qualitative Evidence

Developed on behalf of Evidence Works, a new Linkedin Group for the ISPOR session: The GenAI Paradox for Qualitative Evidence Summarization | ISPOR, May 2026

Project / Study

_____

Date / Reviewer

_____

PART 1 — ANALYTICAL PURPOSE AND LLM ROLE

1. Analytical Objective

What primary analytical question or objective should this study/project address?

_____
_____
_____

2. How would a Researcher approach this study/project normally (i.e. in absence of AI/LLMs)?

Key steps:

1. _____
2. _____
3. _____
4. _____

Which research steps would LLMs be leveraged for?

Name the workflow steps or tasks where LLM support will be used.

1. _____
2. _____
3. _____
4. _____

3. Intended Use of the Output

☐ Exploratory research or hypothesis generation
☐ Internal evidence synthesis or prioritization
☐ Conceptual framing or definition development
☐ Decision support (evidence-informed)
☐ Scientific publication or external dissemination
Other:

_____
_____

PART 1 — EXPERT JUDGMENT, SUCCESS, AND RISK

4. Where Expert Judgment Matters Most

☐ Interpreting meaning across sources
☐ Resolving inconsistent terminology or definitions
☐ Determining relevance or importance
☐ Synthesizing across heterogeneous evidence
☐ Interpreting implications

5. Success Criteria

☐ Evidence coverage is appropriate and transparent
☐ Findings are faithful to source material
☐ Reasoning aligns with domain expertise
☐ Uncertainty, limitations, and gaps are explicit
☐ Output is sufficient for its stated intended use

Definition of success:

_____
_____
_____

6. Risk if LLMs create incomplete or incorrect output

☐ Misleading synthesis or interpretation
☐ Unsupported conclusions
☐ Poor downstream decisions
☐ Loss of scientific or stakeholder credibility
Other:

_____
_____
_____

Primary concerns:

_____
_____
_____
_____
_____
_____
_____
_____
_____

LLM WORKS | Back Page

A LLM Worksheet for Outcomes Researchers for Key Research Tasks using Unstructured, Qualitative Evidence

Developed on behalf of Evidence Works, a new LinkedIn Group for the ISPOR session: The GenAI Paradox for Qualitative Evidence Summarization | ISPOR, May 2026

Project / Study _____

Date / Reviewer _____

PART 2 — STRUCTURING DATA FOR ANALYSIS

7. Evidence Scope and Boundaries

☐ Peer-reviewed publications
☐ HTA or regulatory reports
☐ Economic or access-focused narratives
☐ Patient-reported or experiential sources
☐ Mixed qualitative and quantitative materials

Sources and timeframe:

_____
_____
_____

8. What Must Be Explicitly Structured?

☐ Outcomes
☐ Disease definitions or diagnostic criteria
☐ Concepts or themes
☐ Contextual attributes
☐ Indicators of change over time

Additional structures:

_____
_____

9. Role of LLMs in Data Curation and Normalization

LLMs may be used to:
☐ Extract and organize concepts
☐ Normalize terminology
☐ Map text to analytical structures
☐ Tag evidence
☐ Surface ambiguity

LLMs may not be used to:

_____
_____
_____

10. Validation of Structured Outputs

☐ Full quality check by Human
☐ Sampling-based quality checks by Human
☐ Quantitative agreement measures against “gold standard”

Acceptable performance:

_____

PART 3 — SYNTHESIS, INTERPRETATION, AND REVIEW

11. Question(s) Asked of the Evidence

Write the specific evidence question(s) the synthesis should answer.
☐ Descriptive synthesis
☐ Comparative interpretation
☐ Temporal evolution
☐ Implications for research, value, or decision-making

_____
_____
_____

12. Reasoning and Transparency Requirements

☐ Evidence cited for claims
☐ Distinction between evidence and interpretation
☐ Explicit uncertainty
☐ Reproducible logic

Transparency notes:

_____
_____
_____
_____

13. Human Accountability Checklist

Activity	AI Drafts	Human Reviews	Human Finalizes
Data structuring	☐	☐	☐
Synthesis	☐	☐	☐
Interpretation	☐	☐	☐

Final Readiness Check

☐ Analytical purpose is clear
☐ Evidence boundaries are documented
☐ AI role and non-use boundaries are explicit
☐ Validation method is defined
☐ Expert review ownership is assigned

Ready for next step when:

_____