

4.0.03 DOC Cmte minutes

Diagnostic Services Guideline Committee meeting

Date: 03/11/16

Location: Boardroom, National Guideline Centre



Minutes: Final

Committee members present:		
Shelley Rahman Haley (Vice Chair) (SRH) (from 10:20)		(Present for notes 1 – 7)
Martin Dadswell (MD)		(Present for notes 1 – 7)
Julie Hepburn (JH)		(Present for notes 1 – 7)
Imran Jawaid (IJ)		(Present for notes 1 – 7)
Karl Johnson (KJ)		(Present for notes 1 – 7)
Nicola Kennedy (NK)		(Present for notes 1 – 7)
Helen Lewis (HL)		(Present for notes 1 – 7)
Frank Miskelly (FM)		(Present for notes 1 – 7)
Kerry Tinker (KT)		(Present for notes 1 – 7)
Jacquie Westwood (JW)		(Present for notes 1 – 7)

In attendance:		
Toluwa Akindele-Ajani (TA)	Research Fellow, NGC	(Present for notes 1 – 7)
Serena Carville (SC)	Associate Director/Guideline Lead, NGC	(Present for notes 1 – 7)
Margaret Constanti (MC)	Senior Health Economist, NGC	(Present for notes 1 – 7)
Jessica Glen (JG)	Senior Research Fellow, NGC	(Present for notes 1 – 7)
Caroline Keir (CK)	Guidelines Commissioning Manager, NICE	(Present for notes 5 – 7)
Emma Pottinger (EP)	Research Fellow, NGC	(Present for notes 1 – 7)
Lauren Ramjee (LR)	Health Economist, NGC	(Present for notes 1 – 7)
Giulia Zuodar (GZ)	Document Editor, NGC	(Present for notes 1 – 7)

Apologies:

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Peter Barry (Chair) (PB)	Chair, Consultant Paediatric Intensivist
Julia Cons (JC)	Lay member
Rachael Follows (RF)	Nurse Endoscopist
Ian Watson (IW)	Retired Clinical Director of Laboratory Medicine

1. Welcome and objectives for the meeting

SC welcomed the Committee members and attendees to the seventh meeting of the Diagnostic Services Guideline Committee.

No members of the public asked to observe the meeting.

SC informed the Committee that apologies had been received. These are noted above.

SC outlined the objectives of the meeting.

2. Confirmation of matter under discussion, and declarations of interest

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
NK	Head of Radiology	Invited to a workshop in Eindhoven in October 2016 to discuss X-ray equipment (03/11/2016)	Personal non-financial non-specific	Declare and participate

3. Minutes from GC6

The minutes from GC6 were agreed as an accurate record of the meeting.

4. Evidence review: Double reporting

TA presented the clinical evidence and LR presented the health economic evidence. The GC discussed and agreed recommendations.

5. Centralisation

JG gave an update on the call for evidence. MC gave a presentation on the health economic modelling. The GC discussed the issues in relation to this guideline.

6. LETRs review: clinical support systems and patient-led booking systems

JG presented the LETRs for clinical support systems and patient-led booking systems. The GC discussed the issues in relation to this guideline.

7. Any other business

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- 1) The GC was informed that the meeting on Friday 16 December has been cancelled.
- 2) The GC was reminded of how documents are checked out and edited on Sharepoint.

Date of next meeting: 15/12/2016

Location of next meeting: Lasdun Room, RIBA, London W1B 1AD