

4.0.03 DOC Cmte minutes

Diagnostic Services Guideline Committee meeting

Date: 08/09/16

Location: Boardroom, National Guideline Centre

Minutes: Final

Committee members present:		
Peter Barry (Chair) (PB)		(Present for notes 1 – 9)
Shelley Rahman Haley (Vice Chair) (SRH) (arrived at 11:00)		(Present for notes 3 – 9)
Julia Cons (JC)		(Present for notes 1 – 9)
Martin Dadswell (MD)		(Present for notes 1 – 9)
Rachael Follows (RF)		(Present for notes 1 – 3)
Julie Hepburn (JH)		(Present for notes 1 – 9)
Imran Jawaid (IJ)		(Present for notes 1 – 9)
Karl Johnson (KJ)		(Present for notes 1 – 9)
Nicola Kennedy (NK)		(Present for notes 1 – 9)
Frank Miskelly (FM)		(Present for notes 1 – 9)
Ian Watson (IW)		(Present for notes 1 – 9)
Jacque Westwood (JW)		(Present for notes 1 – 9)

In attendance:		
Ian Mather (IM)	Business Analyst, NICE	(Present for notes 1 – 9)
Kate Ashmore (KA)	Documents Editor/Process Assistant, NGC	(Present for notes 1 – 9)
Joanna Ashe (JA)	Senior Information Specialist, NGC	(Present for notes 1 – 9)
Toluwa Akindele-Ajani (TA)	Research Fellow, NGC	(Present for notes 1 – 9)
Serena Carville (SC)	Associate Director/Guideline Lead, NGC	(Present for notes 1 – 9)
Margaret Constanti (MC)	Senior Health Economist, NGC	(Present for notes 1 – 9)
Natalie Pink (NP)	Project Manager, NGC	(Present for note 9)
Jessica Glen (JG)	Senior Research Fellow, NGC	(Present for notes 1 – 9)

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Emma Pottinger (EP)	Research Fellow, NGC	(Present for notes 1 – 9)
Lauren Ramjee (LR)	Health Economist, NGC	(Present for notes 1 – 9)

Apologies:

Caroline Keir (CK)	Guidelines Commissioning Manager, NICE
Helen Lewis (HL)	Locum Consultant Community Paediatrician
Kerry Tinker (KT)	Clinical Lead for IQIPS

1. Welcome and objectives for the meeting

PB welcomed the Committee members and attendees to the sixth meeting of the Diagnostic Services Guideline Committee.

No members of the public asked to observe the meeting.

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

PB 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
PB	Chair, Paediatric Intensivist	Has a clearly expressed opinion about recent plans to centralise congenital cardiac services in fewer centres in England and Wales.	Personal non-financial non-specific	Declare and withdraw as Chair for items relating to centralisation
IJ	GP	Expert adviser to NICE Medical Technologies Evaluation Programme (ad hoc participation, 2015)	Personal non-financial non-specific	Declare and participate
JW	Director, UK Genetic Testing Network	A member of NHS England's Genetic Laboratory Procurement Executive Group providing genomic advice in my role as Director of the UK Genetic Testing Network	Non-personal non-financial specific	Declare and participate

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		(an organisation funded by the NHS England Medical Directorate). The procurement is notified to NHS organisations in the commissioning intentions 2017/2018 and 2018/2019 For Prescribed Specialised Services (page 27 item 5.4.1)		
3. Minutes from GC4 and GC5				
The minutes from GC4 and GC5 were agreed with minor revisions.				
4. Evidence review: Patient-led booking systems				
TA presented the clinical evidence and LR presented the health economic evidence. The GC discussed and agreed recommendations.				
5. Centralisation (chaired by Shelley Rahman Haley)				
JG gave a progress update and presented the Call for Evidence document. MC gave a presentation on the health economic modelling. The GC discussed the issues in relation to this guideline.				
6. Protocols				
1) The GC discussed and agreed protocols for review questions on standardisation.				
2) The GC discussed and agreed protocols for review questions on models of reporting.				
7. LETR: clinical support systems				
EP presented the LETR for clinical support systems. The GC discussed the issues in relation to this guideline.				
8. Presentation: search strategies				
JA gave a presentation on search strategies used in the guideline process.				
9. Any other business				

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1) NP gave a presentation on how to use Sharepoint.

Date of next meeting: 03/11/2016

Location of next meeting: NGC Boardroom