

**Rehabilitation for chronic neurological disorders (including acquired brain injury)**
**Meeting 1**
**Date:** 7<sup>th</sup> March 2022

**Location:** Via Zoom

**Minutes:** CONFIRMED

<b>Committee members present:</b>	
Ian Bernstein	Present for items 1 – 11
Emer McGilloway	Present for items 1 – 11
Parashar Ramanuj	Present for items 1 – 11
Nicholas Behn	Present for items 1 – 11
Teresa Clark	Present for items 1 – 11
Jacqueline Dean	Present for items 1 – 11
Rachel Farrell	Present for items 1 – 11
Jenny Jim	Present for items 1 – 11
Jill Kings	Present for items 1 – 11
Gaby Parker	Present for items 1 – 11
Yvonne Pettigrew	Present for items 1 – 11
Joanne Powell	Present for items 1 – 11
Geraldine Roxburgh	Present for items 1 – 11
Sue Williams	Present for items 1 – 11

<b>In attendance:</b>		
Lisa Boardman	NGA Guideline Lead	Present for items 1 – 11
Jen M Francis	NGA Senior Systematic Reviewer	Present for items 1 – 11
Alice Navein	NGA Systematic Reviewer	Present for items 1 – 11
Ted Barker	NGA Systematic Reviewer	Present for items 1 – 11
Eric Slade	NGA Senior Health Economist	Present for items 1 – 11
Stephanie Arnold	NGA Information Scientist	Present for items 1 - 11
Georgina Winney	NGA Business Admin	Present for items 1 - 2
Charlie Fairhurst	NGA Clinical Advisor	Present for items 1 – 11
Clifford Middleton	NICE Commissioning Manager	Present for items 1 – 11

<b>Apologies:</b>	
Hayley Shaw	NGA Project Manager

## GC1 NICE Minutes

Caroline Keir	NICE Commissioning Manager
Shane Collins	NICE Technical Analyst
Simran Chawla	NICE Public Involvement Advisor

<b>1. Welcome</b>
The Chair welcomed the committee members and attendees to the 1 <sup>st</sup> Guideline Committee meeting on Rehabilitation for chronic neurological disorders (including acquired brain injury). The Chair outlined the etiquette and housekeeping protocols expected at the meeting.
<b>2. Introductions of attendees</b>
The Chair invited each of the attendees to give a short explanation of their name, job title and their experience which they will bring to the guideline.
<b>3. Introduction to NICE Guidelines</b>
Clifford Middleton delivered a presentation on NICE guidelines.
<b>4. Developing the Guideline</b>
Lisa Boardman explained the guideline timetable/project plan and the roles and responsibilities of the NGA project team.
<b>5. Declarations of interest</b>
Lisa Boardman reiterated the importance of the NICE Declarations of interest policy and reminded the committee of the Register of interests that had been recently compiled and circulated and asked everyone to verbally declare any new interests. No new interests were declared.
<b>6. Guideline Scope for rehabilitation for chronic neurological disorders (including acquired brain injury)</b>
Charlie Fairhurst, NGA Clinical Advisor, gave an overview of the scope and rationale.
<b>7. Principles for guideline development</b>
The Chair delivered a presentation on the principles for guideline development.
<b>8. Review Questions (apart from key area 4)</b>
Jen M Francis explained the final scope and the draft review questions which required ratification by the committee at the meeting. The review questions (apart from those within key area 4) were agreed by the committee with a few minor alterations.

<b>9. Review protocols</b>
Jen M Francis gave a reminder to the committee about the general principles of review protocols and the committee's role in their development.
<b>10. Pre-protocol discussion about rehabilitation interventions (key area 4)</b>
Jen M Francis led a pre-protocol discussion about rehabilitation interventions that were relevant for this guideline. She raised questions to the committee about how the different interventions should be grouped for the purpose of evidence reviews. The committee discussed these issues and agreed to further discussions and decisions at the next meeting.
<b>11. Any other Business</b>
There was no other business to discuss.

**Location and date of next meeting:** 30<sup>th</sup> March 2022 via Zoom