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Tinnitus Committee meeting 1

Date: 24/04/2018

Location: Boardroom, Royal College of Physicians, London

Minutes: Confirmed



Committee members present:	
Tracey Moore (Chair) (TM)	(Present for notes 1 – 6)
Veronica Kennedy (Clinical Lead) (VK)	(Present for notes 1 – 6)
Beth-Anne Culhane (BAC)	(Present for notes 1 – 6)
Michelle Foster (MF)	(Present for notes 1 – 6)
Laurence McKenna (LMK)	(Present for notes 1 – 6)
Lucy Partridge (LUP)	(Present for notes 1 – 6)
Claire Banks (CB)	(Present for notes 4b–6)
Linda Parton (LIP)	(Present for notes 1 – 6)
David Stockdale (DS)	(Present for notes 1 – 6)
John Phillips (JP)	(Present for notes 1 – 6)

In attendance:		
Catrina Charlton	Guidelines Commissioning Manager	(Present for notes 1–5a)
Mark Rasburn	Public Involvement Programme	(Present for notes 1 –4c)
Jennifer Hill	Guideline Lead	(Present for notes 1 – 6)
Julie Neilson	Senior Research Fellow	(Present for notes 1 – 6)
Sedina Lewis	Research Fellow	(Present for notes 1 – 6)
Lauren Ramjee	Senior Health Economist	(Present for notes 1 – 6)
Jill Cobb	Information Specialist	(Present for notes 1–4d)
Giulia Zuodar	Project Manager	(Present for notes 1 – 6)

Observers:	
Nicole Downes	Trainee Systematic Reviewer, NGC

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Apologies: none

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the first meeting on Tinnitus. The Committee members and attendees introduced themselves.

The Chair informed the Committee that no apologies had been received.

The Chair outlined the objectives of the meeting, which included presentations on the NGC and NICE guideline programmes and protocols.

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

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was psychological therapies for Tinnitus.

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
VK	Consultant Audiovestibular Physician	Collaborator (providing clinical expertise and access to clinical population) on British Tinnitus Association funded research project to develop a measure of tinnitus for children (24/04/18)	Direct non-financial	Declare and participate
BAC	Audiologist	Teaching at the European Tinnitus course, paid by BTA	Direct financial	Declare and participate
LMK	Clinical Psychologist	Receive honoraria for lectures/workshops on courses about tinnitus or audiological rehabilitation (mainly BTA funding; occasionally UCL)	Direct financial	Declare and participate
DS	Lay member	I am collaborating	Direct non-	Declare and

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		on the BSA guidelines document for tinnitus management	financial	participate
DS	Lay member	I am Vice-Chair of the British Society of Audiology's Tinnitus and Hyperacusis Special Interest Group	Direct non-financial	Declare and participate
DS	Lay member	The British Tinnitus Association in partnership with the British Society of Audiology published 'Tinnitus in Children; Practice Guidance' [DS is not an author] The British Tinnitus Association commissions and funds research into tinnitus around the UK	Direct non-financial	Declare and participate
DS	Lay member	I am an author or co-author of paper(s); McFerran, D., Hoare, D.J., Carr, S., Ray, J. and Stockdale, D., 2018. Tinnitus services in the United Kingdom: a survey of patient experiences. BMC health services research, 18(1), p.110.	Direct non-financial	Declare and participate
<p>The Chair and a senior member of the Developer's team noted that the interests declared did not prevent the attendees from fully participating in the meeting.</p>				

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4. Presentations
4a. The Chair introduced JH, who gave a presentation on the NGC and NICE guidelines programme.
4b. The Chair introduced CC, who gave a presentation on working with NICE.
4c. The Chair introduced MR, who gave a presentation on the NICE Public involvement programme.
4d. The Chair introduced JC, who gave a presentation on Searching for the evidence.
4f. The Chair introduced SL, who gave a presentation on Reviewing the evidence.
4g. The Chair introduced LR, who gave a presentation on health economics.
5. Scope, review questions and protocols
5a. The Chair introduced VK, who gave a presentation on the scope and the review questions.
5b. The Chair introduced JN, who gave a presentation on the protocol on psychological therapies for Tinnitus. The Committee discussed the protocol and were given the opportunity to ask questions.
6. Any other business
None.

Date of next meeting: 24/05/2018

Location of next meeting: Boardroom, Royal College of Physicians, London