

Date and Time: *Tuesday 18th December 2012*
10:00 – 16:30

Minutes: Confirmed

**Guideline Development Group Meeting Diabetes in children and young people
 guideline update**

Place: *Royal College of Obstetricians and Gynaecologists
 London*

Present: Jerry Wales (Chair) (JW)
 Francesca Annan (FA) (Present for notes 1 – 13)
 Jo Dalton (JD) (Present for notes 1 – 13)
 Jacqueline Double (JDo) (Present for notes 1 – 13)
 Julie Edge (JE) (Present for notes 1 – 13)
 Nikhil Gokani (NG) (Present for notes 1 – 13)
 William Lamb (WL) (Present for notes 9 – 13)

In attendance:

NCC-WCH staff: Zosia Beckles (ZB) Paul Jacklin (PJ) Juliet Kenny (JK) Hugh McGuire (HM) Moira Mugglestone (MM) Stephen Murphy (SM) Wendy Riches (WR)		(Present for notes 1 – 13) (Present for notes 6 – 13) (Present for notes 1 – 13) (Present for notes 1 – 13) (Present for notes 1 – 13) (Present for notes 1 – 13) (Present for notes 1 – 6)
NICE attendees: Sarah Dunsdon (SD)		(Present for notes 1 – 13)

Observers:

None		
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Notes

- JW welcomed the group to the second meeting of this guideline development group (GDG). Apologies were received from Emma Chambers (Patient and Public Involvement Programme (PIIP) at NICE), Sarah Eaton (SE) and Claire Pesterfield (CP). JW advised the group that PJ and WL would be arriving late due to transport problems and that the agenda would be re-ordered accordingly.
- JW asked all the GDG members and other attendees to declare any new interests that they had accrued since GDG 1 and also provide clarifications where necessary about the interests declared at the previous meeting.

JE

Personal pecuniary:

Honoraria for writing on type 1 diabetes for Practical Diabetes.

NG

Personal pecuniary:

Payment received for systematic reviewing work not directly linked to any of the topics in the scope.

WL

Personal pecuniary:

Honoraria from eMedicine.com (part of Medscape from WebMD) for writing and updating articles about diabetes and diabetic ketoacidosis.

No other new declarations of interest were received from the GDG members or the other attendees. It was agreed that no interests declared at the meeting or previously warranted exclusion of any GDG members from discussions of evidence or formulation of recommendations at the meeting.

Declarations are kept on record at the NCC-WCH and will be published in the full guideline.

3. The minutes from GDG 1 were amended live on screen to reflect the clarifications members had provided about their previously declared interests. The minutes were then agreed in principle, with the caveat that further clarifications from absent members would need to be sought outside the meeting.
4. ZB presented the updated draft review protocol for the multiple daily injections for type 1 diabetes review question. The group then discussed the protocol and notes were made live on screen.
5. MM presented the draft review protocol for the type 1 diabetes in adults guideline update review question on diagnosis. The group then discussed the protocol and notes were made live on screen.
6. PJ arrived and gave a presentation on the concepts of health economics and how they are used in guideline development. After the presentation, the group had an opportunity to ask questions.
7. PJ asked the group to prioritise topics for health economic analysis and notes were made live on screen.
8. MM explained the principles of topic groups and asked the group if they would like to employ this method of working. The group agreed to this approach and topic groups were then formed with notes made live on screen.
9. BL declared the new interest noted above.
10. MM gave a presentation on the possible application of the AGREE II instrument to diabetic ketoacidosis review questions and discussion followed. The group concluded that it would be preferable to follow the standard process of using systematic reviews of the evidence for the diabetic ketoacidosis review questions.
11. MM presented the draft review protocol for the carbohydrate counting in type 1 diabetes review question. The group then discussed the protocol and notes were made live on screen.
12. MM presented the draft review protocol for the glycaemic index in type 1 diabetes review question. The group then discussed the protocol and notes were made live on screen.
13. There was no other business. JW thanked the participants for attending and closed the meeting.

Date, time and venue of the next meeting

Tuesday 15th January 2013, 10:00 – 16:30 at the Royal College of Obstetricians and Gynaecologists, London