

Acne Guideline Committee Meeting

Date: Friday 9th October 2020

Location Virtual meeting

Minutes: Confirmed

Committee members present:	
Julia Cons (Chair)	Present for notes 1-6
Eugene Healy (Topic Advisor)	Present for notes 1-6
Jane Ravenscroft	Present for notes 1-6
Jane Wilcock	Present for notes 1-6
Damian Wood	Present for notes 1-6
Mohammed Rafiq	Present for notes 1-6
Colin Duncan	Present for notes 1-6
Sarah McKenzie	Present for notes 1-6
Rebecca Penzer-Hick	Present for notes 1-4
Guy Northover	Present for notes 1-6
Neil Walker	Present for notes 1-6
Priya Khanna	Present for notes 1-6

In attendance:		
Katharina Dworzynski	NGA Guideline Lead	Present for notes 1-6
Stephen Murphy	NGA Clinical Adviser	Present for notes 1-6
Shalmali Deshpande	NGA Systematic Reviewer	Present for notes 1-6
Laura Kuznetsov	NGA Systematic Reviewer	Present for notes 1-6
Ifigeneia Mavranouzouli	NGA Senior Health Economist	Present for notes 1-6
Nathan Bromham	NGA Senior Systematic Reviewer	Present for notes 1-6
Jinyuan Xu	NGA Clinical Advisor	Present for notes 1-6
Catrina Charlton	NICE Commissioning Manager	Present for notes 1-6
Ruth Garnett	NICE Senior Medicines Advisor	Present for notes 4-6
Gareth Haman	NICE Medical Editor	Present for notes 1-6

Apologies:
Reena Shah
Karen Joy
Jack Higgins
Stephanie Arnold

Colin Duncan

1. Welcome and objectives for the meeting

The Chair (Julia Cons) welcomed the Committee members and attendees to 15th guideline committee meeting on the Management of acne.

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

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

The Chair asked everyone to verbally declare any interests that have arisen since the last meeting. The following interests were declared.

No new Interests declared.

3. Minutes of the last meeting

The Chair asked the Committee if they wanted any changes made to the minutes of the last meeting. The Committee agreed that the minutes were a true and accurate account of the meeting.

4. Presentations

The Chair introduced Gareth Haman, NICE Senior medical editor, who gave a presentation on **Visual summaries**. The committee discussed this and drafted recommendations. The Committee thanked Shalmali Deshpande for her presentation and contribution to the development of the guideline.

The Chair introduced Katharina Dworzynski, NGA Guideline Lead, who presented information about the **NICE Publication Policy**. The Committee thanked Katharina Dworzynski for her presentation and contribution to the development of the guideline.

5. Questions and discussion

The main aim of the day was to discuss committee feedback on recommendations and sign the guideline off so that it can be submitted for consultation.

6. Any other business

Actions were summarised and key dates and next steps were noted.

Date of next meeting: 9th of October 2020

Location of next meeting: Virtual