

## Head Injury update Committee meeting 14

**Date:** 15/07/2022

**Location:** Virtual meeting

**Minutes:** Confirmed

<b>Committee members present:</b>		
Caroline Balson [CB]		(Present for notes 1 – 12)
Ian Bernstein [IB] – Chair		(Present for notes 1 – 12)
Adel Helmy [AH]		(Present for notes 1 – 12)
Mark Lyttle [ML]		(Present for notes 1 – 12)
Gillian Richards [GR]		(Present for notes 1 – 12)
Matthew Wiles [MW]		(Present for notes 1 – 12)
Colin Williamson [CW]		(Present for notes 1 – 12)

<b>Co-opted members present:</b>		
Peta Sharples [PS]		(Present for notes 1 – 12)
Clara O'Brien [CO]		(Present for notes 6 – 12)
Barry Seemungal [BS]		(Present for notes 6 – 12)

<b>In attendance:</b>		
Helen Barnett [HB]	Senior Editor	(Present for notes 1 – 12)
Sharangini Rajesh [SR]	Senior Systematic Reviewer	(Present for notes 1 – 12)
Julie Neilson [JN]	Senior Systematic Reviewer	(Present for notes 1 – 12)
Sharon Swain [SS]	Guideline Lead	(Present for notes 1 – 12)
David Wonderling [DW]	Head of Health Economics	(Present for notes 1 – 12)
Giulia Zuodar [GZ]	Project Manager	(Present for notes 1 – 12)
Gill Ritchie [GR]	Guideline Lead	(Present for notes 1 – 12)

<b>Apologies:</b>		
Emily Feilding [EF]	GC member	
Catriona Jones [CJ]	GC member	

#### 4.0.03 DOC Cmte minutes

Fiona Lecky [FL]	Topic adviser
Virginia Newcombe [VN]	GC member
Curtis Offiah [CO]	GC member
Patrick O'Halloran [PO]	GC member
James Piercy [JP]	GC member
Rupert Franklin [RF]	Guideline Commissioning Manager

### 1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the fourteenth meeting on Head Injury (update). No apologies were announced.

The Chair outlined the objectives of the meeting, which included the following:

- Presenting the evidence for isolated skull fracture
- Presenting the draft recommendations
- Presenting the draft research recommendations
- Presenting the draft final algorithms
- Presenting the draft discharge letters

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

The Chair confirmed that, for the purpose of managing conflicts of interest, the matters under discussion covered the entire guideline scope.

### 3. Declarations of interest

The Chair and a senior member of the Developer's team confirmed that based on previously recorded declarations the following applies:

MW is partially excluded from the Tranexamic acid review. MW can stay in the meeting but not participate in the discussion of the recommendations.

The Chair asked the committee to declare any new interests that have arisen since the last meeting.

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken

#### 4.0.03 DOC Cmte minutes

FL	Topic advisor	Traumatic brain injury: progress and challenges in prevention, clinical care, and research. Mass et al (GC member a co-author). (In press)	Specific, professional and personal	As a pre-publication copy of the manuscript was not available for review prior to the meeting, Chair and Guideline Lead agreed to exclude FL from this meeting*
VN	GC member	Traumatic brain injury: progress and challenges in prevention, clinical care, and research. Mass et al (GC member a co-author). (In press)	Specific, professional and personal	As a pre-publication copy of the manuscript was not available for review prior to the meeting, Chair and Guideline Lead agreed to exclude VN from this meeting*
<p>*when the document became available the Chair and Guideline Lead agreed that the above interests will require partial exclusion from future meetings as Biomarkers and MRI predicting post concussion and Transport to a specialist centre are included in the scope of the guideline. FL and VN will remain in the room for presentation of the evidence and may be asked to respond to specific questions from the committee regarding these topics but will not take part in drafting the recommendations.</p>				
<p><b>4. Minutes of the previous meeting</b></p>				
<p>The Committee agreed that the minutes of the previous meeting were an accurate record of the meeting.</p>				
<p><b>5. Evidence review: isolated skull fracture</b></p> <p>The committee discussed the evidence for isolated skull fracture and drafted recommendations.</p>				
<p><b>6. Review draft recommendations</b></p>				

#### 4.0.03 DOC Cmte minutes

The committee discussed and edited the recommendations.
<b>7. Health economics: Isolated skull fracture</b> The committee was given a presentation on the health economics for isolated skull fracture.
<b>8. Draft recommendations: Direct access to imaging</b> The committee discussed and edited the recommendations. <u>MW was partially excluded from the Tranexamic acid recommendations. MW stayed in the meeting but not participate in the editing of the recommendations.</u>
<b>9. Prioritising research recommendations</b> The committee ranked the top five research recommendations, which will be considered for prioritisation in future guidance production.
<b>10. Draft final algorithms</b> The committee was shown the draft final algorithms.
<b>11. Discharge letters</b> The committee reviewed the final draft.
<b>12. Any other business</b> None.

**Date of next meeting:** 22  
November 2022

**Location of next meeting:** Virtual meeting