

## Ovarian Cancer: Identifying and Managing Familial and Genetic Risk Committee meeting 1

**Date:** 08/04/2022

**Location:** Virtually via Zoom

**Minutes:** Confirmed

<b>Committee members present:</b>		
Alison Cameron (Chair)		(Present for notes 1 – 7)
Ranjit Manchanda (Topic adviser)		(Present for notes 1 – 7)
Victoria Barber		(Present for notes 1 – 7)
Adam Brentnall		(Present for notes 1 – 7)
Melanie Davies		(Present for notes 1 – 7)
Gareth Evans		(Present for notes 1 – 7)
Judith Hayward		(Present for notes 1 – 7)
Glenn McCluggage		(Present for notes 1 – 7)
Tracie Miles		(Present for notes 1 – 7)
Davina Moses		(Present for notes 1 – 7)
Fiona Robb		(Present for notes 1 – 7)
Adam Rosenthal		(Present for notes 1 – 7)
Lucy Side		(Present for notes 1 – 7)
Joanne Stanford		(Present for notes 1 – 7)
Vishakha Tripathi		(Present for notes 1 – 7)
D Mark Davies (co-opted)		(Present for notes 1 – 7)
Britta Stordal (co-opted)		(Present for notes 1 – 7)

<b>In attendance:</b>		
Katharina Dworzynski	Guideline Lead	(Present for notes 1 – 7)
Hayley Shaw	Project Manager	(Present for notes 1 – 7)
Nathan Bromham	Senior Systematic Reviewer	(Present for notes 1 – 7)
Suhayl Kassam	Systematic Reviewer	(Present for notes 1 – 7)
Eric Slade	Senior Health Economist	(Present for notes 1 – 7)
Emma Clegg	Information Scientist	(Present for notes 1 – 7)
Steve Pilling	Clinical Advisor	(Present for notes 1 – 7)

Nick Staples	Guideline Commissioning Manager	(Present for notes 1 – 7)
Simran Chawla	Public Involvement Programme Advisor	(Present for note 4)

<b>Apologies:</b>	
Kevin Monahan	Committee member
Rebecca Bowen	Committee member
Laura Berg	Systematic Reviewer
Neil Ryan	Clinical Fellow

<b>1. Welcome and objectives for the meeting</b>
<p>The Chair welcomed the Committee members and attendees to the 1<sup>st</sup> meeting on Ovarian Cancer: Identifying and Managing Familial and Genetic Risk. The Chair outlined the etiquette of the meeting.</p> <p>The Chair informed the Committee that apologies had been received. These are noted above.</p> <p>The Chair outlined the objectives of the meeting, which included: establishing effective working of the committee, briefing the committee on the finalised scope, agreeing the review questions and starting to draft review protocols.</p>
<b>2. Introductions</b>
<p>The Committee members introduced themselves, outlining their name, job title, their experience and what they will bring to the guideline.</p>
<b>3. Confirmation of matter under discussion, and declarations of interest</b>
<p>The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was Ovarian Cancer: Identifying and Managing Familial and Genetic Risk Committee.</p> <p>Any new interests were declared after a presentation on the policy, later in the meeting (see section 5 below).</p>
<b>4. Minutes of the last meeting</b>
N/A

## 5. Presentations

### Morning presentations

The Chair introduced Katharina Dworzynski, Guideline Lead, who gave a presentation on the Technical Team. The presentation outlined the guideline timetable/project plan, an introduction to the team, role/responsibilities of the technical team and GC members. An example of a guideline and evidence report was also shown to the Committee. Katharina took questions from the group. The Chair thanked Katharina for her presentation.

The Chair introduced Nick Staples, Guideline Commissioning Manager, who gave a presentation on NICE guidelines to the Committee. Nick took questions from the group. The Chair thanked Nick for his presentation.

Katharina Dworzynski gave a presentation on declarations of interest, outlining the background and the policy. Katharina asked the committee to confirm verbally whether they had any new declarations. Two new declarations were declared as noted below:

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Professor Gareth Evans	Committee member	Indirect financial interest	Population BRCA testing Grant Yorkshire Cancer (PI Ranjit Manchanda)	Declare and participate Agreed by GL and GC chair  Rationale: Even though directly related to the scope of the guideline, this is an indirect interest without any personal financial gain.
Ranjit Manchanda	Topic Advisor	Indirect financial interest	PROTECT- Population based Germline testing for Early detection and Cancer Prevention. Grant funding to Queen Mary University of	Declare and participate Agreed by GL and GC chair  Rationale: Even though directly related to the scope of the

			London. Grant from Yorkshire Cancer Research Charity. Role - Chief Investigator	guideline, this is an indirect interest without any personal financial gain.
Ranjit Manchanda	Topic Advisor	Indirect financial interest	DETECT-2 - Direct to Patient testing at Cancer diagnosis for Precision Prevention-2. Grant funding to Queen Mary University of London. Grant from GSK. This is an investigator led patient awareness study. (This is not a Drug or CTIMP trial) Role - Chief Investigator	Declare and participate  Agreed by GL and GC chair  Rationale: Even though directly related to the scope of the guideline, this is an indirect interest without any personal financial gain.

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. Katharina took questions from the group. The Chair thanked Katharina for her presentation.

The Chair then introduced Ranjit Manchanda, Topic Advisor, who gave an overview of the final guideline scope and outlined the rationale. Ranjit took questions from the group. The Chair thanked Ranjit for his presentation.

The Chair introduced Nathan Bromham, Senior Systematic Reviewer, who outlined the review questions and asked the committee if they wanted to rectify the wording of any of the questions. Nathan also took questions from the group. The Chair thanked Nathan for his work.

The Chair introduced Simran Chawla, Public Involvement Advisor, who gave an introduction to the NICE public involvement programme. Simran took questions from the group. The Chair thanked Simran for her work.

The Chair introduced Eric Slade, Senior Health Economist, and Nathan Bromham,

Senior Systematic Reviewer, who delivered a question-and-answer session on the online training material which gave the Committee the opportunity to ask any questions related to the online induction material. The Chair thanked Eric and Nathan.

Nathan Bromham, Senior Systematic Reviewer, presented review protocols 1.2 Which interventions are effective for supporting women at increased risk of ovarian cancer to make decisions about management options? 3.1 What are the optimal methods of assessing the probability of having a pathogenic variant associated with familial ovarian cancer? and 3.2 What are the optimal methods of assessing the absolute risk of ovarian cancer in women at increased risk of ovarian cancer? to the committee. The Chair thanked Nathan for his work.

The Committee thanked Katharina, Nick, Ranjit, Simran, Nathan and Eric for their presentations and contribution to the development of the guideline.

## **6. Questions and discussion**

The Committee discussed:

- Each presentation in relation to the guideline and was given the opportunity to ask questions
- Review protocols for draft review questions 1.2, 3.1 and 3.2

## **7. Any other business and summary of actions**

Katharina Dworzynski summarised the actions set at the meeting.

No other business was discussed.

The Chair closed the meeting at 16:15.

**Date of next meeting:** 04/05/2022

**Location of next meeting:** Via Zoom