

Date and Time: 17 December 2014 10:00 – 16:00

Minutes: DRAFT

Guideline Development Group Meeting

Place: The Boardroom, National Clinical Guidelines Centre, 180 Great Portland Street, London, W1W 5QZ

Present:

Guideline Development Group

Bruce Guthrie	(Chair) BG
Alaster Rutherford	(Pharmacist) AR
Andrew Clegg	(Geriatrician) AC
Carolyn Chew-Graham	(General Practitioner) CCG
Cate Seton-Jones	(Palliative Care Specialist) CSJ
David Kernick	(General Practitioner) DK
Emily Lam	(Lay member) EL
Jonathan Inglesfield	(General Practitioner) JI
John Hindle	(Geriatrician) JH
Julia Botsford	(Psychiatrist CPN) JB
Nina Barnett	(Pharmacist) NB
Rupert Payne	(General Practitioner) RP
Sam Barnett-Cormack	(Lay member) SBC

National Clinical Guidelines Centre

Norma O'Flynn	(Guideline Lead/Clinical Director) NOF
Emma Madden	(Research Fellow) EM
Joanna Ashe	(Senior Information Scientist) JA
Kate Lovibond	(Senior Health Economist) KL
Sharon Swain	(Senior Research Fellow) SS
Sophia Kemmis-Betty	(Health Economist) SKB
Tamara Diaz	(Project Manager) TD
Lindsay Dytham	(Document Editor / Process Assistant) LD

In attendance:

NICE Staff

Caroline Keir	(Guidelines Commissioning Manager) CK
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Apologies:

None

Notes

1. BG welcomed the group to the second meeting of this GDG. There were no apologies.
2. The Chair asked all GDG members to declare any relevant conflicts of interest. The following DOIs were noted:
CSJ declared her work for a charitable hospice which sees donations from corporate donors. She confirmed that she was not involved in fund raising. **EL** declared her lay membership on the technical appraisal team at NICE.
RP declared recent funding received for research from the NIHR.

None of these DOIs required further action for items on the day's agenda.
3. **Definition: Multimorbidity**
The group discussed their understanding of the term multimorbidity and how it might be interpreted in the guideline.
4. **GRADE and Minimal Important Differences**
SS delivered a presentation on GRADE and MIDs, explaining to the GDG how these are used in the assessment of the quality of evidence reviews.
5. **Protocols and review questions:**
SS presented the draft protocols for reviews on:
 - Stopping treatments (hypertensives and other drugs)
 - Assessment of treatment burden.The protocols were refined through discussions of the GDG.
6. **Evidence review**
SS and EM presented evidence on the effect of stopping treatment with statins for primary and secondary prevention. The GDG discussed the evidence presented.

Date, time and venue of the next meeting

4th February 2015, 10:00-16:00 at the Linacre Room, 11 St. Andrews Place, Regent's Park, London, NW1 4LE.