

Minutes: Confirmed

Guideline Development Group Meeting 2nd Cerebral Palsy in children and young people Guideline Development Group meeting

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

Place: Broadway House, London

Present:

Charlie Fairhurst (CF) (Chair)	(Present for notes 1 - 13)
Athena Logothetis (AL)	(Present for notes 1 - 13)
Bidisha Lahoti (BL)	(Present for notes 1 - 13)
Duncan Walsh (DW)	(Present for notes 1 - 13)
Elsbeth Dixon (ED)	(Present for notes 1 - 13)
Helen Cockerill (HC)	(Present for notes 1 - 13)
Laura Middleton (LM)	(Present for notes 1 - 13)
Liz (Elizabeth) Keenan (LK)	(Present for notes 1 - 13)
Margaret Mayston (MM)	(Present for notes 8 - 13)
Neil Wimalasundera (NW)	(Present for notes 1 - 13)
Paul Eunson (PE)	(Present for notes 1 - 13)
Valerie Stevenson (VS)	(Present for notes 1 - 8)
Wendy Doyle (WD)	(Present for notes 1 - 13)
Zoe Connor (ZC)	(Present for notes 4 - 13)

GDG Apologies: Cheryl Davies (CD)

In attendance:

NCC-WCH:		
Vanessa Delgado Nunes (VDN)	Guideline Lead	(Present for notes 1 – 13)
Kate Coles (KCs)	Project Manager	(Present for notes 1 – 13)
Katherine Cullen (KCn)	Health Economist	(Present for notes 1 – 3)
Omnia Abdulrazeg (OA)	Research Associate	(Present for notes 1 – 13)
Valentina Ricci (VR)	Research Associate	(Present for notes 1 – 13)
Zoisa Beckles (ZB)	Information Scientist	(Present for notes 1 – 13)
NICE:		
Oliver Bailey (OB)	Guideline Commissioning Manager	(Present for notes 1 – 13)
Alison Lake (ALe)	Editorial Adviser	(Present for note 5)
Apologies:		
Stephen Murphy (SM)	Clinical Co-Director	

Observers:

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Notes

1. CF welcomed the group to the second cerebral palsy GDG meeting and completed housekeeping. Introductions were made by all attendees and committee members. Apologies were received from Stephen Murphy and Cheryl Davies.
2. All attendees were asked for declarations of interest. CF reiterated an already declared personal non-financial specific interest that he attended German Cerebral Palsy Group (ZEBRA) Munich – 5th December 2014. No speaker fee accepted by CF. LM reiterated an already declared Personal Non-financial Nonspecific lecture on transition to the local transition group in December. It was agreed that these were within the conflict of interest policy.
3. The draft Health Economic plan was presented by KCn. Questions were taken from the group and it was agreed KCn would finalise the plan following feedback.
4. A presentation on Minimal important differences (MID) was made by VDN. The clinically important differences for cerebral palsy was discussed with the committee and it was decided that for each review topic these could be agreed outside of a GDG meeting.
5. A presentation on NICE pathways and the progress so far in the Pathways pilot was made by ALe.
6. The results of the evidence review on saliva control were presented by VR.
7. The committee discussed the findings of the review on saliva control, drafted recommendations and notes were taken.
8. The results of the evidence review on nutritional status were presented by OA.
9. The committee discussed the findings of the review on nutritional status, drafted recommendations and notes were taken.
10. VDN presented the draft protocol for clinical and developmental manifestations of cerebral palsy at first presentation. Attendees asked questions and provided feedback on the draft. Edits were made on screen to the draft protocol.
11. VDN presented the draft protocol for 'red flags' that suggest a progressive neurological or neuromuscular disorder rather than cerebral palsy Attendees asked questions and provided feedback on the draft. Edits were made on screen to the draft protocol.
12. KCs raised that topic groups will be approached for input throughout development and topic groups will be circulated shortly. KCs presented the meeting dates currently agreed and circulated to attendees via email. The wording of 3 review questions outstanding from GDG 1 was discussed following email feedback.
13. CF thanked all for attending and closed the meeting.

Notes

14.