

4.0.03 DOC Cmte minutes

Tinnitus Committee meeting 4

Date: 13/09/2018

Location: Boardroom, Royal College of Physicians, London

Minutes: Confirmed

Committee members present:	
Tracey Moore (Chair)	(Present for notes 1 – 6)
Veronica Kennedy (Topic advisor)	(Present for notes 1 – 6)
Claire Banks	(Present for notes 1 – 6)
Beth-Anne Culhane	(Present for notes 1 – 6)
Michelle Foster	(Present for notes 1 – 6)
Laurence McKenna	(Present for notes 1 – 6)
Lucy Partridge	(Present for notes 1 – 6)
David Stockdale	(Present for notes 1 – 6)
Linda Parton	(Present for notes 1 – 6)
Emma Dickson	(Present for notes 1 – 6)
Mark Fleming	(Present for notes 1 – 6)

In attendance:		
Catrina Charlton	Guidelines Commissioning Manager	(Present for notes 1– 6)
Annette Mead	Senior Editor	(Present for notes 1 – 6)
Jennifer Hill	Guideline Lead	(Present for notes 1 – 6)
Julie Neilson	Senior Research Fellow	(Present for notes 1 – 6)
Sedina Lewis	Research Fellow	(Present for notes 1 – 6)
Emtiyaz Chowdhury	Health Economist	(Present for notes 1 – 6)
David Wonderling	Head of Health	(Present for notes 1 – 6)

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	Economics	
Giulia Zuodar	Project Manager	(Present for notes 1 – 6)
Joy Rosenberg	Teacher of the deaf co-opted member	(Present for note 5)

Observers:

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Apologies:

John Phillips, GC member

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the fourth meeting on Tinnitus. The Committee members and attendees introduced themselves.

The Chair informed the Committee that apologies were received from JP.

The Chair outlined the objectives of the meeting, which included a presentation on writing recommendations for NICE.

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

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was counselling, psychoacoustic measures, patient information and audiological assessment.

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
BAC	Audiologist	Presenting at British Tinnitus Association and expo (14 and 15 September 2018) 1) Participant	Direct, non-financial	Declare and participate

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		<p>in round table Q&A session for professionals attending the conference</p> <p>2) Taught yoga to people with tinnitus at the Tinnitus Expo (4 sessions x 30 minutes each)</p>		
<p>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.</p>				
4. Writing NICE recommendations				
<p>The Chair introduced AM, who gave a presentation on writing NICE recommendations.</p>				
5. Evidence reviews				
<p>The Committee discussed the following reviews:</p> <ul style="list-style-type: none">• Counselling• Psychoacoustic measures• Audiological assessment• Patient information <p>The Committee agreed the recommendations and were given the opportunity to ask questions.</p>				
6. Any other business				
<p>The committee meeting originally scheduled for 17 October was substituted by two subgroup meetings to be held on the same date.</p>				

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Date of next meeting: 21/11/2018

Location of next meeting: Boardroom, Royal College of Physicians, London