

Date and Time: *Tuesday 9 and Wednesday 10 September 2014
10:00 – 16:30*

Minutes: Draft

**Guideline Development Group Meeting Diabetes in children and young people
guideline update**

Place: *Royal College of Obstetricians and Gynaecologists
London*

Present:

Jerry Wales (Chair) (JW)	(Present for notes 1 – 18)
Francesca Annan (FA)	(Present for notes 1 – 18)
Jo Dalton (JD)	(Present for notes 1 – 18)
Jacqui Double (JDo)	(Present for notes 1 – 18)
Sarah Eaton (SE)	(Present for notes 1 – 18)
Julie Edge (JE)	(Present for notes 1 – 18)
Nikhil Gokani (NG)	(Present for notes 1 – 18)
William Lamb (WL)	(Present for notes 1 – 18)
Carol Metcalfe (CM)	(Present for notes 1 – 10)

In attendance:

NCC-WCH staff: Juliet Kenny (JK) Paul Jacklin (PJ) Moira Mugglestone (MM) Stephen Murphy (SM)		(Present for notes 13 – 18) (Present for notes 1 – 18) (Present for notes 1 – 18) (Present for notes 1 – 15)
NICE attendees: Oliver Bailey James Hall		(Present for notes 1 – 18) (Present for notes 1 – 18)

Observers:

None		
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Notes

Day 1

1. JW welcomed the group to day 1 of the twelfth meeting of this guideline development group (GDG). There were no apologies.
2. The minutes from GDG 11 were agreed.
3. JW asked all the GDG members and other attendees to declare any new interests that they had accrued since GDG 10 and reiterate any interests declared previously that were relevant to the meeting agenda.

CM

Personal pecuniary interest

Received funding from Roche to cover accommodation costs while attending a study day (also funded by Roche) on a topic that is not specific to the guideline scope (continuous subcutaneous insulin infusion therapy). Will receive funding from Novo Nordisk to cover accommodation expenses while attending a symposium (also funded by Novo Nordisk) in Leicester on paediatric diabetes in October 2014.

JD

Personal pecuniary interest

Will receive funding from Novo Nordisk to cover accommodation expenses while attending a symposium (also funded by Novo Nordisk) in Leicester on paediatric diabetes in October 2014.

JE

Non-personal pecuniary interest

Oxford Children's Hospital will receive funding from Novo Nordisk to cover accommodation expenses incurred by JE while speaking at a symposium (also funded by Novo Nordisk) in Leicester on paediatric diabetes in October 2014.

No other new declarations of interest were received from the GDG members or the other attendees. It was agreed that no interests declared at the meeting or previously warranted exclusion of any GDG members from discussions of evidence or formulation of recommendations at the meeting. The GDG was, however, reminded during the meeting that JE had previously declared an interest in research related to insulin therapy in the management of diabetic ketoacidosis (DKA) and that she had stood down as chair of the DKA subgroup for discussions on that topic. The remaining GDG members were unanimous in their support for the recommendations selected during the meeting as key priorities for implementation and key priorities for further research and were not influenced in their choice by the interests declared by JE.

4. MM updated the group on progress with evaluating the results of the rerun searches as consultation on the draft guideline approached
5. PJ updated the group on progress with the health economic analyses being undertaken for the guideline.
6. JE led the group through finalisation of recommendations related to diagnosis and management of DKA, taking account of editorial input that had been received from NICE.
7. JW led the group through finalisation of recommendations related to diagnosis of diabetes and management of type 1 diabetes, taking account of editorial input that had been received from NICE.
8. JW led the group through finalisation of recommendations related to management of type 2 diabetes, taking account of editorial input that had been received from NICE.
9. JW led the group through a discussion about constructing a care pathway based on the recommendations for inclusion in the full guideline.
10. MM explained to the group the process of selecting key priorities for implementation and key priorities for further research. The group was provided with copies of the recommendations that had been edited during day 1, and with a copy of the recommendations from the 2004 guideline that were not being updated, so they could begin to consider the selection of priorities before the meeting resumed on day 2. (CM contributed her initial choices for key priorities for implementation via JW as she did not attend the second day of the meeting.)

Day 2

11. JW welcomed the group to day 2 of the meeting.
12. JW led the group through finalisation of recommendations for further research.
13. JW led the group through the selection of key priorities for implementation.
14. JW led the group through the selection of key priorities for further research.
15. JW led the group through a discussion of the 2004 recommendations that were not covered by the 2015 update but needed checking and amending (this process is being coordinated by the technical team and NICE, and is led by JW and SM).
16. NG raised the issue of providing a children and young people's version of the lay version of the guideline (information for the public) and the group reaffirmed that they would like such a version to be produced, with support from relevant patient organisations if necessary.
17. MM outlined next steps including the timescale for consultation on the draft guideline and dates for future meetings.
18. There were no items of other business. JW thanked the group for attending and closed the meeting.

Date, time and venue of the next meeting

Wednesday 1 and Thursday 2 April 2015, 10:00–16:30 at the Royal College of Obstetricians and Gynaecologists, London