

## Acne vulgaris: management Committee meeting 1

**Date:** 01/02/2019

**Location:** RCOG, 27 Sussex Pl, Marylebone, London NW1 4RG

**Minutes:** Confirmed

<b>Committee members present:</b>	
Julia Cons (JC) (Chair)	(Present for notes 1 – 10)
Eugene Healy (EH) (Topic adviser)	(Present for notes 1 – 10)
Karen Joy (KJ)	(Present for notes 1 – 10)
Rebecca Penzer-Hick (RPH)	(Present for notes 1 – 10)
Mohammed Rafiq (MR)	(Present for notes 1 – 10)
Julia Schofield (JKS)	(Present for notes 1 – 6)
Jay Stone (JS)	(Present for notes 1 – 10)
Jane Wilcock (JW)	(Present for notes 1 – 10)
Damian Wood (DW)	(Present for notes 1 – 10)

<b>In attendance:</b>		
Catrina Charlton (CC)	NICE Guideline Commissioning Manager	(Present for notes 1 – 10)
Katharina Dworzynski (KD)	NGA Guideline Lead	(Present for notes 1 – 10)
Stephen Murphy (SM)	NGA Clinical Adviser	(Present for notes 8 – 10)
Zenette Abrahams (ZA)	NGA Project Manager	(Present for notes 1 – 10)
Linyun Fou (LF)	NGA Senior Systematic Reviewer	(Present for notes 1 – 10)
Eva Gonzalez (EG)	NGA Systematic Reviewer	(Present for notes 1 – 10)
Shalmali Deshpande (SD)	NGA Systematic Reviewer	(Present for notes 1 – 10)
Ifigeneia Mavranouzouli (IM)	NGA Health Economist	(Present for notes 1 – 10)
Benjamin Purchase (BP)	NGA Health Economist	(Present for notes 1 – 10)
Stephanie Arnold (SA)	NGA Information Specialist	(Present for notes 1 – 10)
Jinyuan Xu (JX)	NGA Clinical Fellow	(Present for notes 7 – 10)

#### 4.0.03 DOC Cmte minutes

<b>1. Welcome and objectives for the meeting</b>				
<p>The Chair welcomed the Committee members and attendees to the first meeting on Acne vulgaris: management.</p> <p>The Committee members and attendees introduced themselves.</p> <p>The Chair informed the Committee that no apologies had been received.</p>				
<b>2. Presentation – Introduction to NICE guidelines</b>				
<p>The Chair introduced Catrina Charlton (CC), NICE Guideline Commissioning Manager, who presented an introduction to NICE guidelines.</p> <p>CC took questions from the group.</p>				
<b>3. Presentation – Introduction from National Guideline Alliance (NGA)</b>				
<p>The Chair introduced Katharina Dworzynski (KD), NGA Guideline Lead, who presented an introduction to the NGA, including the guideline timetable and roles and responsibilities of NGA team and committee members.</p> <p>KD took questions from the group.</p>				
<b>4. Presentation – NGA travel and expenses</b>				
<p>The Chair introduced Jen Francis (JF), NGA Business Administrator, who gave a presentation on NGA travel and expenses to the committee.</p> <p>JF took questions from the group.</p>				
<b>5. Declarations of interest</b>				
<p>KD gave a presentation on declarations of interest.</p> <p>All attendees were asked to verbally declare any new interests.</p>				
<b>Name</b>	<b>Job title, organisation</b>	<b>Declarations of Interest, date declared</b>	<b>Type of interest</b>	<b>Decision taken</b>
Damian Wood	Acute General Paediatrician, Nottingham University Hospitals NHS Trust	01/02/2019 Been asked to write CYP journal article on acne assessment and	Direct – non-financial professional	Declare and participate

#### 4.0.03 DOC Cmte minutes

		management.		
Rebecca Penzer-Hick	Dermatology Specialist Nurse, Dermatology Clinic Community Service	31/01/2019 President of British Dermatological Nursing Group.	Direct – non-financial professional	Declare and participate
Julia Schofield	Consultant Dermatologist, United Lincolnshire Hospitals, NHS Trust	31/01/2019 Member of British Association of Dermatologists.	Direct – non-financial professional	Declare and participate
Julia Schofield	Consultant Dermatologist, United Lincolnshire Hospitals, NHS Trust	31/01/2019 Between 2016 and 2018 I was a member of a Dermatology ABPI expert working group producing a report about improving dermatology services. The funding for the work was provided by a collaborative of Pharma companies. I did not receive funding to attend the EWG meetings.	Direct – financial	Declare and participate.
Julia Schofield	Consultant Dermatologist, United Lincolnshire Hospitals, NHS Trust	31/01/2019 Completed a large piece of work for ABPI working group reviewing dermatology activity in primary care, including patients with acne. This was completed in	Direct – financial	Declare and participate.

#### 4.0.03 DOC Cmte minutes

		October 2018, funded by the Dermatology ABPI group which is an organisation of several Pharma companies. There are no more expected payments as the work has been completed.		
Julia Schofield	Consultant Dermatologist, United Lincolnshire Hospitals, NHS Trust	31/01/2019 Publication of data on low dose isotretinoin BAD annual meeting 2017 working with UK clinical trials unit to develop a trial of low dose isotretinoin.	Direct – non-financial professional	Declare and participate

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.

#### 6. Question and answer session

The committee were given the opportunity to ask questions and provide feedback about the online induction material.

Linyun Fou (LF), NGA Senior Systematic Reviewer, presented the main 2018 changes/updates to the NICE manual.

#### 7. Presentation – Guideline scope

The Chair introduced Eugene Healy (EH), Topic adviser, who gave a presentation on the guideline scope, including overview and rationale.

EH took questions from the group.

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<b>8. Review questions</b>
LF presented the draft review questions to the committee for a general view. LF explained that the review questions would be discussed in more detail when reviewing the individual protocols.  LF took questions from the group.
<b>9. Protocol for draft review question 10.1: What is the effectiveness of dietary interventions in the treatment of acne vulgaris, for example milk free diet, dairy product free diet or low glycaemic load diet?</b>
LF, NGA Senior Reviewer, presented the draft protocol for RQ10 to the committee for agreement.  The Committee discussed the relevant sections of the protocol and proposed some amendments.  The Chair thanked everyone for their presentations.
<b>10. Any other business</b>
There were no further issues to discuss and the Chair closed the meeting.

**Date of next meeting:** 08/03/2019

**Location of next meeting:** RCOG, 27 Sussex Pl, Marylebone, London NW1 4RG