

A guide for patients and carers: contributing to a NICE guideline (update)

Changes to NICE methods and process, July 2008

Since 'A guide for patients and carers: contributing to a NICE guideline' was published in 2006, there have been changes in how NICE works and in the clinical guidelines programme. This update sheet tells you about these changes. Page numbers given below refer to the main guide. Please note that the changes listed below also affect the diagram on the inside front cover of the guide.

A new guide will be produced in 2009, once the current review of the process for developing NICE clinical guidelines is complete.

NICE equality scheme and action plan

- All NICE processes and guidance development will take account of NICE's equality scheme and action plan (see www.nice.org.uk/aboutnice/howwework/NICEEqualityScheme.jsp).
- All the stages of clinical guideline development described in the guide will take the equality scheme into account.

Short clinical guidelines programme

- NICE has a new type of guideline, called a 'short clinical guideline', which is developed in house (p 8).
- The timeframe and process for short clinical guidelines differs from that set out in the guide. For example, there is a scoping workshop for stakeholder organisations before a draft scope is produced (p 12–14); the timescale for guideline development is about 6 months (p 17); and the consultation period for the draft guideline is 4 weeks, compared with 8 weeks for standard clinical guidelines (p 17, 18 and 27). See the short clinical guideline manual at www.nice.org.uk/guidelinesmanual for more detail.

Recruiting guideline development group members

- The nomination process has been changed (p 15 and 21). Previously, NICE approached organisations to ask them to nominate people to be on a guideline

development group (GDG). This formal nomination process has been replaced by NICE asking stakeholders to tell individuals about the opportunity to apply to be members of a GDG. Applicants may say they are members of (or otherwise linked with) an organisation, but it is important to note that GDG members do not represent any particular organisation or group.

Job description for patient and carer members of GDGs

Additions to the recruitment materials for patient/carer members of GDGs (p 22 and 23).

- The names of GDG members, and their roles in the group, are published in the guideline and on the NICE website.
- Applicants must be committed to working in accordance with the NICE guideline development process and the NICE equalities scheme.
- GDG meetings may sometimes be held over 2 consecutive days.

Patient and Public Involvement Programme (PPIP) (p 9)

- The telephone number for the PPIP is now 020 7045 2058.