

NATIONAL COLLABORATING CENTRE FOR CANCER (NCC-C)**Neutropenic Sepsis****Eighth Guidance Development Group (GDG) meeting**Friday 9th September 2011

Conwy Room, NICE, MidCity Place, 71 High Holborn, London

GROUP MEMBERSHIP & ACTION LIST

GDG Members	
Prof Barry Hancock (BH)	Dr Bob Phillips (BP)
Dr Peter Jenkins (PJ)	Dr Anne Davidson (AD)
Ms Wendy King (WK)	Dr Nicola Perry (NP)
Ms Jeanette Hawkins (JH)	Ms Anne Higgins (AH)
Dr Helen Clayson (HC)	Ms Miranda Holmes (MH)
Dr Anton Kruger (AK)	Prof Rosemary Barnes (RB)
Dr Paul Wallman (PW)	Dr Mark Holland (MHo)
NCC-C and affiliated staff	
Lianne Gwillim (LG)	Dr Andrew Champion (AC)
Nathan Bromham (NB)	Catrin Lewis (CL)
Lily Huajie Jin (HJ)	Claire Turner (CT)
Timothy Simmons (TS)	
Apologies	
Angela Bennett (AB)	Ms Janie Thomas (JT)
Dr Barbara Crosse (BC)	Sabine Berendse (SB)
Ms Catherine Oakley (CO)	Ms Rachel Drew (RD)
Dr John Graham (JG)	

REPORT OF DISCUSSIONS AT THE MEETING**1. Welcome and apologies**

BH welcomed everyone to the 7th meeting of the neutropenic sepsis GDG. Apologies for absence were received from Janie Thomas, Mark Holland, Anne Davidson, Rachel Drew, Catherine Oakley, Rosemary Barnes, Sabine Berendse, John Graham and Angela Bennett.

2. Declarations of interest

AH declared that she published a paper on raising awareness of neutropenic sepsis risk in ambulatory patients in 2009. A minimal payment was received. This interest was categorised as personal pecuniary, specific. Action taken by chair was AH must withdraw from discussions on this topic but can be asked specific questions relating to topic I.

HC declared that she will be attending the annual conference of the Asian Ban Asbestos Network (A-BAN) which is being held on 14-15th November 2011. HC will also be attending the annual conference for the Asian Network for the Rights of Occupational and Environmental Victims (ANDROEV) on 16-18th November 2011. All expenses will be paid by IBAS (International Ban Asbestos Secretariat). This interest was categorised as non personal pecuniary, not specific. The action take is HC can participate in all discussions as this topic is not being covered in the guideline

No other interests were declared.

3. Minutes of the last meeting held on 22nd July 2011

The minutes of the last GDG meeting were agreed as a true and accurate record of the meeting.

4. Discussion

HJ gave a presentation on the health economic model, and the GDG agreed the changes that were needed.

TS gave a presentation on further results from the questionnaire that was circulated to all acute trusts within England and Wales regarding the prevention, assessment and treatment of neutropenic sepsis in patients undergoing systemic cancer treatment.

The GDG reviewed the draft recommendations and LETR paragraph for topics A & E8.

The clinical evidence for topic E2, E4 and I was presented to the GDG together with the draft recommendations. The GDG discussed the evidence and agreed the recommendations.

The GDG discussed the evidence and agreed the changes to the draft recommendations for topic A and E8. The GDG agreed to review topic E4 at the next meeting.

5. Close of meeting

BH thanked the GDG for their input to the meeting and reminded them that the next meeting is in the Board Room, NCC-C, Cardiff on 20th & 21st October 2011.