

## Social Anxiety Disorder Guideline Development Group Meeting

**Date and Time:** Wednesday 6<sup>th</sup> July 2011, 10.30am – 4pm

**Minutes:** Confirmed

**Place:** The Royal College of Psychiatrists  
Standon House, 4<sup>th</sup> Floor  
21 Mansell Street  
London E1 8AA

**Present:** **GDG members**  
David Clark (DC) (Chair)  
Steve Pilling (SP) (Facilitator)  
Safi Afghan (SA)  
Peter Armstrong (PA)  
Cathy Creswell (CC)  
Melanie Dix (MD)  
Nick Hanlon (NH)  
Madeleine Hutson (MH)  
Gareth Stephens (GS)  
Lusia Stopa (LS)

**Experts**  
None

**In attendance:**  
NCCMH Staff: Benedict Anigbogu (BA)  
Evan Mayo-Wilson (EMW)  
Kate Satrettin (KS)  
Melinda Smith (MS)  
Sarah Stockton (SS)  
Craig Whittington (CW)

NICE staff: Sarah Chalmers (SC)  
Caroline Keir (CK)

Observers: Mel O'Brien, undergraduate psychology student

**Notes**

1. DC, the chair and SP, the facilitator of the GDG and Director of the National Collaborating Centre for Mental Health, welcomed the group and all members introduced themselves. Apologies were received from Sam Cartwright-Hatton, Andrea Malizia and Jane Roberts.
2. GDG members had no interests to declare.
3. SP and DC highlighted the aims of the day, which were for the group to understand the process for producing guidelines and to advise on the review questions.
4. SP gave a presentation introducing the work of the NCCMH and how it can support the development of this guideline.
5. CK, Guideline Commissioning Manager for NICE, gave a presentation outlining how this guideline fits within the overall work of NICE.
6. SP gave a presentation regarding the scope.
7. SC, Project Manager for NICE's Patient and Public Involvement Programme, gave a presentation regarding the involvement of service user and carer representatives in guideline development. She highlighted the importance of service user and carer members of the group to develop a relevant and well rounded guideline.
8. CW, Senior Systematic Reviewer for the NCCMH, gave a presentation introducing the group to systematic reviews and meta-analysis.
9. CW gave an overview of the suggested review questions so far.
10. SS, Senior Information Scientist for the NCCMH, gave a presentation regarding search terms and how evidence will be identified for this guideline.

**Date, time and venue of the next meeting**

Friday 9<sup>th</sup> September 2011; 10.30am – 4pm at The Royal College of Psychiatrists, Standon House, 6<sup>th</sup> Floor, 21 Mansell Street, London E1 8AA