Minutes: Confirmed

Guideline Development Group Meeting 1
Place: Boardroom, NCGC, 180 Great Portland Street, London, W1W 5QZ

GDG Present: Fiona Lecky (Chair) (FL) (Present for notes 1 – 7)
Mukul Agarwal (MA) (Present for notes 2 – 7)
Robin Clarke (RC) (Present for notes 1 – 7)
Kieran Hogarth (KH) (Present for notes 1 – 7)
Peter Hutchinson (PH) (Present for notes 1 – 7)
Gaby Lomas (GL) (Present for notes 1 – 7)
Mark Lyttle (ML) (Present for notes 1 – 7)
David Menon (DM) (Present for notes 1 – 7)
Lisa Turan (LT) (Present for notes 1 – 7)
Paul D Wallman (PW) (Present for notes 1 – 5)

NCGC Present: Sarah Hodgkinson (SD) (Present for notes 1 – 7)
Sue Latchem (SL) (Present for notes 1 – 7)
Antonia Morga (AM) (Present for notes 1 – 5)
Carlos Sharpin (CS) (Present for notes 1 – 7)

In attendance:

NICE Staff: Sarah Dunsdon (SD) (Present for notes 3 – 7)
Observers: None

Agenda item

1. Welcome introductions and apologies
   FL welcomed the group to the second meeting of this GDG. The GDG accepted the NICE minutes and working notes as an accurate record of the previous meeting and no changes were made.

   FL asked each member to state any changes to their declarations of interest. AM declared a personal family interest as her husband works for Novartis and DM declared a personal non-pecuniary interest as he is on the advisory board of One Mind for Research (a campaign in the USA to promote research and improve outcomes from neurological and psychiatric disease). The remaining GDG and NCGC technical team declared no changes.

   The GDG acknowledged apologies from Barbara Green.

2. Clinical and cost effectiveness protocols session
   SH gave an introductory presentation for this session highlighting the importance of finalising protocols and the need for precise definitions for population, intervention, comparisons and outcomes (PICO).
Agenda item

CS detailed the review protocol for pre-hospital assessment: selection for specialist neuroscience care and the GDG discussed and finalised the review question and PICO characteristics.

3. **Clinical prediction rules for selection of patients for head injury for imaging**

CS presented the clinical evidence based on the draft protocols and discussed whether this was sufficient and what amendments needed to be made. The GDG decided that the population needed to be broadened and therefore the search will need to be rerun and evidence presented again at the next GDG.

AM went through the economic evidence for this question and questioned whether the evidence was sufficient. She also introduced new concepts for the group to consider when thinking about evidence. Lastly, she discussed the economic workplan and that she intended to contact GDG members via email regarding economic priorities.

4. **Clinical and cost effectiveness protocol session continued:**

- selection of patients with head injury for imaging – who are on anticoagulants and anti-platelet therapy and
- selection of patients with head injury for imaging – using diagnostic circulating biomarkers

SH lead the GDG discussion on the protocols focussing on anticoagulants and anti-platelet therapy and biomarkers. The protocols were updated based on GDG decisions.

5. **Clinical and cost effectiveness protocol session continued:**

- Selection of patients with cervical spine injury for imaging
- Diagnosis of cervical spine injury (after plain film x ray) using CT or MRI

The GDG finalised the review questions that were of high priority to this guideline and discussed what should be included in the protocols.

6. **Introduction to Claromentis**

SH gave a demonstration of the online document management system used by the NCGC, Claromentis. She showed how to view documents and also how to check out and check in files in order to make changes to them.

7. **Summary of next steps and any other business**

SH detailed that the protocols will be updated as discussed during the day and circulated to the GDG. SH confirmed that the December date has now been changed from the 6th December to the 11th December 2012.

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

Monday 16th July 2012, 9.30 – 16.00 Boardroom, NCGC, 180 Great Portland Street, London, W1W 5QZ.