

Date and Time: *Wednesday 5th December 2012 (10.00-16.00)*

Minutes: Final

Guideline Development Group Meeting 4

Place: *Boardroom, National Clinical Guideline Centre (NCGC), 180 Great Portland Street, London W1W 5QZ*

Attendees:

Campbell Cowan (Chair)	(CC)	
John Campbell	(JC)	
V-Lin Cheong	(VC)	
Matthew Fay	(MF)	
David Fitzmaurice	(DF)	
Gregory Lip	(GL)	Present for notes 1-4
Clifford Mann	(CM)	
Nick Mills	(NM)	
Eileen Porter	(EP)	
Suzannah Power	(SP)	Present for notes 2-7
Rebekah Schiff	(RSf)	Present for notes 2-7
Joanna Ashe	(JA)	Present for notes 5
Liz Avital	(LA)	
Clare Jones	(CJ)	
Clifford Middleton	(CMn)	Present for notes 1-3
Zahra Naqvi	(ZN)	
Vicki Pollit	(VP)	
Hati Zorba	(HZ)	Present for notes 4

Apologies:

George Chung	(GC)
Richard Schilling	(RS)

Observers: None

Notes

1. Welcome and apologies for absence

CC welcomed the group to the fourth meeting of this GDG. Apologies were received from George Chung (GC) and Richard Schilling (RS). The GDG accepted the minutes as an accurate record of the previous meeting.

The Chair asked all GDG members to declare any changes to their declarations of interest.

MF: Non-personal pecuniary interest; Presentation on anticoagulation in atrial

fibrillation on 17 November 2012 that was funded by Bayer and Westcliffe Medical Practice was funded for the time. Presentation to closed Pfizer meeting on 21st November that was funded by Pfizer and Westcliffe Medical Practice was funded for the time. Personal non-pecuniary interest; Attended ACSMA (improving access to anticoagulation self-monitoring) meeting. Attended PCCJ (Primary Care Cardiology Journal) meeting (largely funded by industry but not funded personally). Attended GRASP-AF launch at House of Commons on 24th October 2012.

DF: Personal non-pecuniary interest; Attended GRASP-AF launch at House of Commons on 24th October 2012. Spoke at PCCJ (Primary Care Cardiovascular Journal) conference on 16 October 2012.

JC: Personal non-pecuniary interest; attended educational session that was supported by B-I. No financial support requested.

GL: Personal pecuniary interest; BI satellite symposium at ESC meeting (August 2012), chaired advisory board for Daiichi-Sankyo at ESC Munich (August 2012), BI satellite symposium at Asia-Pacific Heart Rhythm Society, Taipei (September 2012) and chaired advisory board for Daiichi-Sankyo (November 2012).

The remaining GDG members and NCGC technical team declared no changes. No actions were taken following the declarations and none of the GDG members withdrew during discussion.

2. **Clinical and cost effectiveness evidence on rate control drugs**
ZN and VP presented the clinical and cost effectiveness evidence on rate control drugs.
3. **Clinical and cost effectiveness evidence on atrioventricular junction ablation and pacing**
CJ and VP presented the clinical and cost effectiveness evidence on atrioventricular junction ablation and pacing.
4. **Claromentis**
HZ gave a presentation on the online document management system used by the NCGC, Claromentis. She demonstrated how to check out documents for editing. HZ invited GDG members to contact her if they had any issues with Claromentis.
5. **Clinical and cost effectiveness protocols session**
The GDG discussed the content of protocols for future evidence reviews.
6. **Summary of the next steps and any other business**
CJ confirmed that the next GDG meeting was on 20th February 2013. There was no other business.
7. **Close of meeting**

Date, time and venue of next meeting

Wednesday 20th February 2013, 10.00-16.00 Boardroom, NCGC offices, 180 Great Portland Street, London, W1W 5QZ.