

National Collaborating Centre for Women's and Children's Health

Confirmed Minutes
4th Surgical Management of Otitis Media with Effusion (OME)
Guideline Development Group Meeting
Monday 26th November 2007, Royal College of Obstetricians and Gynaecologists

Present:

GDG members:

Helen Barrow (HB)	Patient Representative
Peter Bull (PB)	Chair/Consultant ENT surgeon
Gareth Davies (GD)	Patient Representative
Sarita Fonseca (SF)	Consultant Paediatrician
John Hart (JH)	General Practitioner
Teresa Loxley (TL)	Audiology Service Manager
Wanda Neary (WN)	Consultant Community Paediatrician
Kenneth Pearman (KP)	Consultant ENT surgeon
Ewa Raglan (ER) (until lunch)	Consultant Audiologist
Patrick Sheehan (PS)	Consultant ENT surgeon
Joanne Williams (JW)	Advanced Nurse Practitioner
Ian Williamson (IW)	General Practitioner

Expert Advisors:

Mark Haggard (MH)	Epidemiologist
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NCC-WCH technical team:

Eva Gautam-Aitken (EGA)	Project Manager
Martin Dougherty (MD)	NCC-WCH Executive Director
Rupert Franklin (RF)	Work Programme Coordinator
Itrat Iqbal (II)	Trainee Health Economist
Paul Jacklin (PJ) (until lunch)	Senior Health Economist
Rajesh Khanna (RK)	Research Fellow
Andrew Welsh (AW)	Editor

In attendance:

NICE staff:

Nicole Elliott (NE)	NICE Guidelines Commissioning Manager
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Apologies:

Monica Lakhanpaul (ML)	Clinical Co-Director
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1. Welcome, introductions, apologies, declarations of interest and previous minutes

PB welcomed the group to the meeting. Apologies were received from those listed above. PB asked all GDG members to declare any relevant conflicts of interest. All declared that they knew of no personal specific, personal non-specific, non-personal specific or non-personal non-specific interest that constituted a material conflict of interest with the development of this guideline.

MD introduced himself to the group. He is the Executive Director of the NCC-WCH.

The minutes from the previous meeting were confirmed as a true and accurate account.

2. Introduction to stakeholder comments

RK presented to the group on the major issues arising from the stakeholder consultation. The group addressed some of these issues during the presentation and the resultant amendments were made to the document. PB thanked RK for his presentation.

3. Review of stakeholder comments – Health Economics

PJ highlighted the key stakeholder queries on health economics and sought the GDG's input on these.

Break

4. Review of stakeholder comments – Question 3

The group discussed the comments relating to the management of OME section. The group discussed these issues.

Lunch

5. Review of stakeholder comments – Question 3 continued

The group continued to discuss the stakeholder comments relating to the management of OME section. The group agreed on the amendments required and these were made live into the document.

6. Review of stakeholder comments – Question 1

The group discussed the comments relating to the clinical presentation of OME section. Following this discussion, the group agreed on the amendments required and these were made live into the document.

7. Review of stakeholder comments – Question 2

The group discussed the comments relating to the diagnosis of OME section. Following this discussion, the group agreed on the amendments required and these were made live into the document.

8. Review of stakeholder comments – Question 4

The group discussed the comments relating to the information giving chapter. Following this discussion, the group agreed on the amendments required and these were made live into the document.

Break

9. Key recommendations

The group discussed the current key priorities for implementation (KPI). It was agreed to make one further recommendation a key priority.

10. Editorial issues

PB gave the group an overview of the editorial discussion that he and some of the GDG had had with the NICE editorial team. This included an explanation of the format of the Quick Reference Guide.

The group also discussed the care pathways and agreed on the amendments required.

11. Post Guideline Review Panel meeting

The group agreed the date for an additional GDG meeting following the receipt of the comments from the Guideline Review Panel (GRP).

12. Any other business

There were no additional matters.

PB thanked the group for their work and closed the meeting.

Close

Signed.....
Peter Bull, GDG Leader, OME Guideline

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