

#### 4.0.03 DOC Cmte minutes

### Diagnostic Services Guideline Committee meeting

**Date:** 27/01/2016

**Location:** National Clinical Guideline Centre, 180 Great Portland Street,  
London, W1W 5QZ

**Minutes:** Final

<b>Committee members present:</b>		
Peter Barry (Chair)		(Present for notes 1 – 7)
Shelley Rahman Haley (Vice Chair)		(Present for notes 1 – 7)
Julia Cons (JC)		(Present for notes 1 – 7)
Martin Dadswell (MD)		(Present for notes 1 – 7)
Julie Hepburn (JH)		(Present for notes 1 – 7)
Imran Jawaid (IJ)		(Present for notes 1 – 7)
Karl Johnson (KJ)		(Present for notes 1 – 7)
Nicola Kennedy (NK)		(Present for notes 1 – 7)
Frank Miskelly (FM)		(Present for notes 1 – 7)
Kerry Tinkler (KT)		(Present for notes 1 – 7)
Ian Watson (IW)		(Present for notes 1 – 7)
Jacque Westwood (JW)		(Present for notes 1 – 7)

<b>In attendance:</b>		
Toluwa Akindele-Ajani (TA)	Research Fellow, NCGC	(Present for notes 1 – 7)
Serena Carville (SC)	Associate Director/Guideline Lead, NCGC	(Present for notes 1 – 7)
Margaret Constanti (MC)	Senior Health Economist, NCGC	(Present for notes 1 – 7)
Jessica Glen (JG)	Senior Research Fellow, NCGC	(Present for notes 1 – 7)
Caroline Keir (CK)	Guidelines Commissioning Manager, NICE	(Present for notes 1 – 7)
Juliet Kenny (JK)	Public Involvement Advisor, NICE	(Present for notes 1 – 7)
Natalie Pink (NP)	Project Manager, NCGC	(Present for notes 1 – 7)
Emma Pottinger (EP)	Research Fellow, NCGC	(Present for notes 1 – 7)

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Carlos Sharpin (CS)	Joint Head of Information Science/Associate Director, NCGC	(Present for notes 1 – 7)
Toni Tan (TT)	Senior Technical Advisor, NICE	(Present for notes 1 – 7)
Ruth Wong (RW)	Information Scientist, NCGC	(Present for notes 1 – 7)
Xiangming Xu (XX)	Health Economist, NCGC	(Present for notes 1 – 7)

#### Observers:

Omar Moreea, NICE	(Present for notes 1 – 7)
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#### Apologies:

Kate Ashmore	Document Editor/Process Assistant, NCGC
Rachael Follows	Nurse Endoscopist
Helen Lewis	Locum Consultant Community Paediatrician

#### 1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the first meeting of the Diagnostic Services Guideline Committee. The Committee members and attendees introduced themselves.

No members of the public asked to observe the meeting.

The Chair informed the Committee that apologies had been received. These are noted above.

The Chair outlined the objectives of the meeting.

#### Introductions

#### 2. Confirmation of matter under discussion, and declarations of interest

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Ian Watson	Clinical Director of Laboratory	Publication (1st author):	Personal non-financial non-	Declare and participate

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	Medicine (retired)	European views on patients directly obtaining their laboratory test results. Clin Chem Lab Med 2015; 53: 1961-6	specific	
Ian Watson	Clinical Director of Laboratory Medicine (retired)	Publication in preparation on patients' views of the topic above.	Personal non-financial non-specific	Declare and participate

The Chair and a senior member of the Developer's team noted that the interests declared did not prevent the attendees from fully participating in the meeting.

#### 4. Presentations

- a) The Chair introduced Serena Carville, Associate Director and Guideline Lead (NCGC), who gave a presentation on NCGC working practices. The Committee then discussed the issues presented in relation to this guideline.
- b) The Chair introduced Caroline Keir, Guidelines Commissioning Manager (NICE), who gave a presentation on the relationship with NICE. The Committee then discussed the issues presented in relation to this guideline.
- c) The Chair introduced Juliet Kenny, Public Involvement Advisor (NICE), who gave a presentation on patient and public involvement. The Committee then discussed the issues presented in relation to this guideline.
- d) The Chair introduced Ruth Wong, Information Scientist (NCGC), who gave a presentation on introduction on information science. The Committee then discussed the issues presented in relation to this guideline.
- e) The Chair introduced Jessica Glen, Senior Research Fellow (NCGC), who gave a presentation on the role of the research fellows. The Committee then discussed the issues presented in relation to this guideline.
- f) The Chair introduced Margaret Constanti, Senior Health Economist (NCGC), who gave a presentation on introduction on health economics. The Committee

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then discussed the issues presented in relation to this guideline.

- g) Margaret Constanti then gave a presentation on conceptual modelling. The Committee then discussed the issues presented in relation to this guideline.
- h) The Chair introduced Emma Pottinger, Research Fellow (NCGC), who gave a presentation on the background to the survey on current practice. The Committee then discussed the issues presented in relation to this guideline.
- i) Jessica Glen and Margaret Constanti then gave a presentation to summarise survey responses and conceptual modelling work to date in relation to the 5 diagnostic disciplines of imaging, endoscopy, physiology, pathology and genetics. The Committee then discussed the issues presented in relation to each of these disciplines.

#### **Any other business**

The Committee was informed about administrative matters relating to guideline development.

**Date of next meeting:** 10/03/2016

**Location of next meeting:** Royal Institute of British Architects, 66 Portland Place, London, W1B 1AD