

Thyroid Disease Committee meeting 3

Date: 20 April 2018

Location: NGC Boardroom, Royal College of Physicians

Minutes: Final

Committee members present:		
Sarah Fishburn (SF)		(Present for notes 1 – 5)
Anh Tran (AT)		(Present for notes 1 – 5)
Annette Furley (AF)		(Present for notes 1 – 5)
Bijay Vaidya (BV)		(Present for notes 1 – 5)
Kristien Boelaert (KrB)		(Present for notes 1 – 5)
Mary Newton (MN)		(Present for notes 1 – 5)
Philip Newland-Jones (PNJ)		(Present for notes 1 – 5)
Renee Hoenderkamp (RH)		(Present for notes 1 – 5)
Timothy Cheetham (TC)		(Present for notes 1 – 5)
Cooptees present:		
Glenn Flux (GF)		(Present for notes 1 – 5)
Huw Griffiths (HG)		(Present for notes 1 – 5)
Mark Ballard (MB)		(Present for notes 1 – 5)

In attendance:		
Carlos Sharpin (CS)	Associate Director/Guideline Lead	(Present for notes 1 – 4)
Tamara Diaz (TD)	Project Manager	(Present for notes 1 - 4)
Dalia Dawoud (DD)	Senior Health Economist	(Present for notes 1 – 4)
Shama Mahammed (SM)	Health Economist	(Present for notes 1 – 4)

James Gilbert (JG)	Senior Research Fellow	(Present for notes 1 – 4)
Melina Vasileiou (MV)	Research Fellow	(Present for notes 1 – 4)
Ben Doak (BD)	Guideline Commissioning Manager	(Present for notes 1 – 4)
Ian Mather (IM)	Resource Impact Awareness	(Present for notes 1 – 4)
Joseph Runicles (JR)	Information Specialist	(Present for note 4.4 - 5)

Apologies:

Renuka Dias (RS)

Jean Munday (JM)

Simon Pearce (SP)

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the third meeting on Thyroid Disease.

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

The Chair outlined the objectives of the meeting.

2. Declarations of interest

The Chair reviewed and requested updates to the declarations of interest register. The following new interests were received for this committee meeting:

Committee Declarations of Interest			
Insert initials	Declaration	Classification (as per the NICE DOI policy wording*)	Chair's action
KB	Co-authored the following paper: The clinical utility of cell-free DNA measurement in differentiated thyroid cancer: a systematic review. This will be published in 'Frontiers of Oncology', and is a systematic review pertaining to thyroid cancer.	Direct Non-financial Non Specific	Declare and participate
AT	Co-authored the following paper: The challenge of thyroid hormone replacement in primary care. This is a study on prevalence of hypothyroidism.	Direct Non-financial Specific	Declare and participate

The DOI register was made available to the Committee. The chair reviewed the DOI register and deemed that none of the original DOIs was in conflict with the agenda topics and clinical questions under discussion at the meeting.

NICE DOI policy classifications are:

- Direct financial specific
- Direct financial non-specific
- Direct non-financial specific
- Direct non-financial non-specific
- Non-direct financial specific
- Non-direct financial non-specific

3. Minutes of GC2: The minutes of Committee Meeting 2 were agreed by the committee.

4. Presentations and discussion:

4.1 The evidence review on Thyrotoxicosis was presented to the committee by JG. The group discussed the evidence and drafted recommendations for this area.

4.2 JG led committee discussions on the methodological approach to review questions related to Investigation and Monitoring of Thyroid Disease.

4.3 Economic Plan discussions: The group discussed the prioritisation of areas for the Thyroid Disease guideline. A presentation summarising the areas agreed for prioritisation was delivered by SM and DD.

4.4 Review protocols: JG led the committee's discussions on the development of review protocols for the guideline.

4.5 IM delivered a presentation on Resource Impact approach for the guideline.

5. Any other business

There being no further business, the meeting ended at 1600.

Date of next meeting: 15 May 2018

Location of next meeting: Boardroom, Royal College of Physicians