

Thyroid Disease Committee meeting 5

Date: 03 July 2018

Location: NGC Boardroom, Royal College of Physicians

Minutes: Final

Committee members present:		
Sarah Fishburn (SF) (Chair)		(Present for notes 1 – 5)
Anh Tran (AT)		(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)
Simon Pearce (SP)		(Present for notes 1 – 5)
Timothy Cheetham (TC)		(Present for notes 1 – 5)
Renuka Dias (RD)		(Present for notes 1 – 5)
Cooptees present:		
David Haslall (DH)		(Present for notes 1 – 5)
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:		
Rupert Franklin (RF)	Guideline Commissioning Manager (NICE)	(Present for notes 1 – 5)
Carlos Sharpin (CS)	Associate Director/Guideline Lead	(Present for notes 1 – 5)
James Gilbert (JG)	Senior Research Fellow	(Present for notes 1 – 5)
Jill Peacock (JP)	Guideline Coordinator (NICE - observer)	(Present for notes 1 - 5)
Joseph Runicles (JR)	Information Specialist	(Present for note 4.5)
Judith McBride (JMB)	Guidelines Editor (NICE)	(Present for notes 1 – 4.1)
Melina Vasileiou (MV)	Research Fellow	(Present for notes 1 – 5)
Shama Mahammed (SM)	Health Economist	(Present for notes 1 – 5)
Tamara Diaz (TD)	Project Manager	(Present for notes 1 – 5)

Apologies:		
Annette Furley (AF)		
Jean Munday (JM)		

1. Welcome, apologies and objectives of the meeting

The Chair welcomed the Committee members and attendees to the fifth meeting of the Thyroid Disease Guideline Committee.

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

Committee Declarations of Interest			
Insert initials	Declaration	Classification (as per the NICE DOI policy wording*)	Chair's action
KB	Grant application to Butterfly Thyroid Cancer Trust: Linking thyroid function tests (TSH, fT3 and fT4) to quality of life scores in patients with excellent response thyroid cancer.	Non-specific. Direct Financial	Declare and participate - Thyroid cancer not covered in this guideline.
	Asked to participate in European Thyroid Association Clinical Update as Lecturer: 'Subclinical hyperthyroidism – who should be treated and choice of treatment?'	Specific. Direct Non-financial	Declare and participate.
	European Thyroid Association – lecture to deliver: Treating thyroid disease in pregnancy: new evidence on benefits and risks.	Non-specific. Direct Non-financial	Declare and participate.
	Endocrine Society Endocrine Clinical Update Course Faculty Member (Miami and Anaheim): Indications and Consequences of High-Dose LT4 Therapy Subclinical Thyroid Disorders	Specific. Direct Non-financial	Declare and participate.
	Guest editor - Best Practice and Research Clinical Endocrinology and Metabolism: Thyroid and pregnancy	Non-specific. Direct Non-financial	Declare and participate.
AT	Submitted abstract on 'Improvements in monitoring and biochemical control of hypothyroidism in primary care with the use of an electronic protocol: 12-month follow up evaluation' for presentation at the Society for endocrinology BES annual conference in November 2018	Non-specific. Direct non-financial	Declare and participate - Electronic protocols are not interventions considered in this guideline.

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 Committee meeting 4:

The minutes of Committee Meeting 4 were agreed by the committee.

4. Presentations and discussion:

- 4.1. NICE Presentation: drafting recommendations. Judith McBride, the NICE Guidelines Editor, delivered a presentation outlining the NICE standards and processes for drafting recommendations.
- 4.2. Introductory Presentation: Thyroid function tests. KB, the Committee Topic Advisor for this guideline, delivered a presentation on Thyroid Function Tests to assist the group with interpreting the evidence for the review that would be presented in this meeting.
- 4.3. The evidence review on Thyroid Function Tests was presented to the committee by JG. The group discussed the clinical and economic evidence and drafted recommendations for this area.
- 4.4. The evidence review on Fine-needle aspiration biopsy was presented to the committee by JG. The group discussed the clinical and economic evidence and drafted recommendations for this area.
- 4.5. Review protocols: JG led the committee's discussions on the development of review protocols for the guideline for the topics:
 - 4.5.1. Monitoring non-malignant thyroid enlargement
 - 4.5.2. Monitoring hypothyroidism
 - 4.5.3. Monitoring thyrotoxicosis.
 - 4.5.4. Imaging tests and who should have Fine needle aspiration biopsy.

5. Any other business

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

Date of next meeting: 04 July 2018

Location of next meeting: Boardroom, Royal College of Physicians