

## Pneumonia: diagnosis and management (update) Committee meeting 2

**Date:** 20/12/2023

**Location:** Virtual

**Minutes:** Final

Committee members present:	
Tessa Lewis (Chair)	Present for notes 1 – 11
Tom Bewick	Present for notes 1 – 8
Dan Furmedge	Present for notes 1 – 11
Alastair Hay	Present for notes 1 – 11
Jennifer Head	Present for notes 1 – 11
Dan Horner	Present for notes 1 – 11
Philip Howard	Present for notes 1 – 8
Marisa Lanzman	Present for notes 1 – 11
Paddy McMaster	Present for notes 1 – 11
Mitul Patel	Present for notes 1 – 11
Carole Pitkeathley	Present for notes 1 – 11
Alan Thomas	Present for notes 1 – 11
Avril Tucker	Present from partway through item 5
Martin Williams	Present for notes 1 – 11
Dan Wootton	Present for notes 1 – 11

In attendance:		
Steph Armstrong	Senior Health Economist	Present for notes 1 – 11
Chris Carmona	Technical Adviser	Present for notes 1 – 11
Jackie Durkin	Administrator	Present for notes 1 – 3
Joanna Perkin	Senior Medical Editor, NICE	Present for notes 1 – 11
Paul Levay	Information Specialist	Present for notes 1 – 11
Adam O'Keefe	Project Manager	Present for notes 1 – 11
Eric Slade	Health Economics Adviser	Present for notes 1 – 11
Nick Staples	Guideline Commissioning Manager	Present for notes 1 – 4
Hannah Stockton	Technical Analyst	Present for notes 1 – 11

<b>Apologies:</b>	
Sumiah Al-Azeib	Committee member
Srini Bandi	Committee member
Joy Okafor	Committee member
Kathryn Thomas	Committee member
Caroline Ward	Committee member
Simran Chawla	Public Involvement Adviser, NICE
Chris Harris	Project Manager, NICE
Edgar Masanga	Business Analyst – Resource Impact Assessment, NICE
Anneka Patel	Programme Manager, NICE

## **1. Welcome and introductions**

The Chair welcomed the Committee members and attendees to the second meeting on Pneumonia: diagnosis and management (update). The Committee members and attendees introduced themselves.

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

## **2. Minutes of the previous meeting**

The minutes of the previous meeting were confirmed as a true and accurate record.

## **3. Confirmation of matter under discussion, and declarations of interest**

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was diagnosis and management of pneumonia.

The Chair asked everyone to verbally declare any interests - no new interests were declared.

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

## **4. Guideline Commissioning Manager presentation**

The Chair introduced Nick Staples, Guideline Commissioning Manager, who provided an introductory presentation on NICE, the Centre for Guidelines, the function of the Centre's Commissioning team and the role of the Guideline Commissioning Managers; and provided guidance on the role of committee member and the support available to members.

<b>5. Information Specialist presentation</b>
The Chair introduced Paul Levay, Information Specialist, who described the role of the Information Services team at NICE and how and why literature searches are performed.
<b>6. Editorial presentation and amalgamation discussion</b>
<p>The Chair introduced Joanna Perkin (JP), Senior Medical Editor, who described the role of NICE's editors in working with Committees and technical teams to edit and rewrite recommendations to ensure the use of concise, consistent, person-centred terminology. JP described the different terminology used to denote strength of NICE recommendations and provided the Committee with tips for when it drafts recommendations.</p> <p>JP held a discussion with the committee on the amalgamation of the three guidelines being updated, including the structure of the amalgamated guideline and important considerations such as ensuring it flows logically and that the section headings are appropriate.</p>
<b>7. Health Economics planning</b>
The Chair introduced Steph Armstrong (SA), Senior Health Economist, who discussed with the committee key considerations when prioritising areas for original economic modelling. SA discussed each Review Question with the committee to determine where the greatest uncertainty lies and most value could be added by original modelling.
<b>8. Review Question 8.1: Is a routine chest X-ray at 6 weeks post discharge a useful intervention for identifying underlying disease in people who have been treated for community- or hospital-acquired pneumonia in hospital, and is it cost-effective?</b>
The Chair introduced Hannah Stockton (HS), Technical Analyst, who presented the committee with the clinical evidence identified in support of Review Question 8.1. SA then advised the committee that no health economic evidence was identified for this Review Question. The committee discussed the evidence presented to it and drafted recommendations accordingly.
<b>9. Review Protocols</b>
HS presented the committee with draft review protocols. The committee discussed these and asked questions, for the developer team to refine them.
<b>10. Health Inequalities considerations</b>

The committee considered any equalities and inequalities issues arising from the day's discussions.

**11. AOB and next steps**

There was no other business. Adam O'Keefe, Project Manager, outlined next steps for the committee before the Chair thanked those present and closed the meeting.

**Date of next meeting:** 13/02/2024

**Location of next meeting:** Virtual