

Specialist neonatal respiratory care for babies born preterm committee meeting 1

Date: 27th and 28th April 2017

Location: Committee room 1, RCOG, London

Minutes: Final

Committee members present:	
Dr Janet Rennie	(Present for notes 1 – 8)
Dr Aung Soe	(Present for notes 1 – 8)
Dr David Quine	(Present for notes 1 – 8)
Dr Nazakat Merchant	(Present for notes 1 – 8)
Dr Pramod Mainie	(Present for notes 1 – 8)
Ms Louise Weaver-Lowe	(Present for notes 1 – 8)
Ms Debbie Webster	(Present for notes 1 – 8)
Ms Sumiah Al-Azeib	(Present for notes 1 – 8)
Dr Joanna Goodman	(Present for notes 1 – 8)
Ms Josie Anderson	(Present for notes 1 – 8)
Ms Emily Goss	(Present for notes 1 – 8)
Ms Gillian Kennedy	(Present for notes 1 – 8)

In attendance:		
Hilary Eadon	NGA Guideline Lead	(Present for notes 1 – 8)
Stephen Murphy	NGA Clinical Advisor	(Present for notes 1 – 6)
Shona Burnham-Roy	NGA Senior Systematic Reviewer	(Present for notes 1 – 5)
Kelly Williams	NGA Systematic Reviewer	(Present for notes 1 – 8)
Eric Slade	NGA Health Economist	(Present for notes 1 – 5)
Victoria Titshall	NGA Project Manger	(Present for notes 1 – 8)
Stephanie Arnold	NGA Information Scientist	(Present for notes 1 – 8)
Ben Doak	NICE Guideline Commissioning Manager	(Present for notes 1 – 8)
Simran Chawla	NICE Public Involvement Adviser	(Present for notes 6 – 8)

Observers:

None

Apologies:

Day 1: None

Day 2: Stephen Murphy, Shona-Burnham-Roy, Eric Slade, Joanna Goodman (pm only)

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 1st meeting.

No members of the public asked to observe the meeting.

2. 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 specialist neonatal respiratory care in preterm babies.

Aung Soe made a new declaration of interest:

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Aung Soe	Consultant neonatologist Medway NHS Trust	27.4.2017 Now working on intrapartum care guideline for NICE/NGA	Personal, non-financial, non-specific	No action needed.

3. Minutes of last meeting

As this was the first meeting there were no minutes from the last meeting.

4. Day 1 presentations

The Chair introduced the following presenters:

Ben Doak, who gave a presentation: 'An introduction to NICE guidelines'.

Hilary Eadon, who gave a presentation: 'Introduction to the NGA team and the guideline development process, declarations of interest and the NGA expenses policy'.

Janet Rennie, who gave a presentation: 'Roles and responsibilities of committee members'.

Kelly Williams, who gave a presentation: 'Introduction to PICOs and review protocols'.

Stephanie Arnold, who gave a presentation: 'Information science in guideline development'.

Shona Burnham-Roy, who gave a presentation: 'Introduction to the evidence review process'.

Eric Slade, who gave a presentation: 'Health economics in guideline development'.

Shona Burnham-Roy, who gave a presentation: 'Introduction to GRADE – assessing the quality of evidence'.

Hilary Eadon, who gave a presentation: 'Overview of the draft review questions and planning the workload; topic sub-groups'.

5. Day 1 questions and discussion

The Committee discussed and agreed the scope for this guideline.

The Committee discussed and agreed the review protocol for topic 3.2: What is the effectiveness and safety of different assisted ventilation techniques?

6. Day 2 presentations

The Chair introduced the following presenter:

Simran Chawla, who gave a presentation: 'Public involvement in NICE guidelines'.

7. Day 2 questions and discussion

The Committee discussed and agreed the review protocol for topic 5.1: What is the effectiveness of morphine during assisted ventilation?

The Committee discussed and agreed the review protocol for topic 3.4: What is the effectiveness of corticosteroids in managing bronchopulmonary dysplasia?

The Committee discussed and agreed the review protocol for topic 3.3: What is the effectiveness of surfactant in managing respiratory distress syndrome?

The Committee discussed and agreed the review protocol for topic 1.1: What respiratory support is most effective for babies who need it at birth and before transfer to the neonatal unit?

The Committee discussed and agreed the remaining review questions for inclusion in the guideline.

8. Any other business

No service user or carer concerns were raised.

Date of next meeting: 6th June 2017

Location of next meeting: RCOG, London