

NATIONAL COLLABORATING CENTRE FOR CANCER (NCC-C)

Melanoma

Eighth Guideline Development Group (GDG) meeting

10th & 11th June 2014

Board Room, NCC-C, Park House, Greyfriars Road, Cardiff

GROUP MEMBERSHIP & ACTION LIST

GDG Members	
Fergus Macbeth (FM)	Julia Newton-Bishop (JNB)
Stephen Keohane (SK) (<i>day 1 only</i>)	John Rouse (JR)
Saskia Reeken (SR)	Barry Powell (BP)
Laszlo Igalii (LI) (<i>day 2 only</i>)	Rachael Robinson (RR)
Christine Parkinson (CP)	Richard Jackson (RJ)
Jonathan Smith (JSm)	Martin Telfer (MT)
Julia Schofield (JSc)	Gill Godsell (GG)
Charles Kelly (CK)	
NCC-C staff	
Andrew Champion (AC) (<i>day 2 only</i>)	Coral McCarthy (CM)
James Hawkins (JHa)	Victoria Titshall (VT) (<i>day 1 only</i>)
Matthew Prettyjohns (<i>day 1 only</i>)	Nathan Bromham (<i>day 2 only</i>)
Angela Bennett (<i>day 1 only</i>)	
NICE staff & Affiliated staff	
Katie Perryman-Ford (KPF) (<i>day 2 only</i>)	Judith McBride (JM) (<i>day 1 only</i>)
Tim Jones (TJ)	
Apologies	
Susan O'Connell	

REPORTS OF DISCUSSIONS AT THE MEETING

1. Introductions

FM welcomed everyone to the 8th meeting of the Melanoma GDG.

Apologies for absence were received from: Susan O'Connell.

Andrew Champion, Nathan Bromham & Tim Jones only attended day 2.

Stephen Keohane – attended day 1.

2. Declarations of Interest

The following declarations were made prior to the meeting:

- MT declared that he received an honorarium and travel costs from the British Association of Cranio-Maxillofacial Surgeons for a talk given at the European Association of Cranio-Maxillofacial Surgery meeting on Moh's surgery in skin cancer. This interest was categorised as personal pecuniary, specific meaning that MT can declare and participate in discussion on all topics as Moh's surgery is not being covered by the guideline.
- BP declared that he was made Trustee to Melanoma Focus Group which is a charitable organisation relating to melanoma care in UK. This interest was

categorised as personal non-pecuniary, specific. Chair person's action that BP can declare and participate in discussions on all topics.

- BP declared that he received an honorarium for presenting a case on electro chemotherapy in non melanoma skin cancer at the Non-Melanoma Skin Cancer Update (2014) run by the British Association of Dermatology. This interest was categorised as personal pecuniary, non specific meaning BP can declare and participate in discussions on all topics as payment was received from a professional society and non-melanoma skin cancer is not covered by the guideline.
- JNB declared that she received reimbursement of conference registration fee, travelling expenses and subsistence from the Sunlight Research Forum for giving a presentation at 5th International Symposium on Vitamin D and Analogs in Cancer Prevention and Therapy in Krefeld, Germany. This interest was categorised as personal pecuniary, non specific meaning JNB can declare and participate in discussion on all topics as vitamin D and analogues in cancer prevention and treatment are not being covered by the guideline.
- JNB declared that she received reimbursement of travelling expenses for presenting at the Royal College of Physicians Dermatology Symposium on 'Advances in Melanoma' covering epidemiology to treatment. This interest was categorised as personal pecuniary, specific meaning JNB can declare and participate in discussion on all topics as payment was received by a professional body and expenses are not beyond a reasonable amount.
- JNB declared that she received reimbursement of travelling expenses to chair the meeting of the NCIN skin SSCRG. This interest was categorised as personal pecuniary, non specific meaning JNB can declare and participate in discussion on all topics as expenses are not beyond a reasonable amount
- JNB declared that she received reimbursement of travelling expenses for presenting at a meeting organised by the British Association of Dermatology (BAD) at the Royal College of Physicians on 'What should we tell our patients about vitamin D?' This interest was categorised as personal pecuniary, specific meaning JNB can declare and participate in discussion on all topics as payment was received by a professional body and expenses are not beyond a reasonable amount.
- JNB declared that she received reimbursement of conference registration fee, travelling expenses and subsistence for presenting on 'Familial melanoma' at the Familial Cancer Conference in Madrid and paid for by the European School of Oncology. This interest was categorised as personal pecuniary, specific meaning JNB can declare and participate in discussions on all topics as familial melanoma is not covered by the guideline.
- JNB declared that she received reimbursement of travelling and subsistence expenses to speak at a regional dermatology meeting in Cork on 'How to run a melanoma MDT'. This interest was categorised as personal pecuniary, specific meaning JNB can declare and participate in discussions on all topics as how to run a MDT is not covered by the guideline.
- JNB declared that she received reimbursement of conference registration fee, travelling expenses and subsistence for presenting on the 'Genetics of melanoma' at the World Conference of Cancers of the Skin in Edinburgh paid for by the conference committee. This interest was categorised as personal pecuniary, specific meaning JNB can declare and participate in discussion on all topics as expenses are not beyond a reasonable amount.

The GDG were reminded that if they take on any new interests, these must be declared to the NCC-C as soon as they happen so that the necessary action can be taken.

3. Discussions

The GDG were shown presentations on:

- Publishing guidelines and the role of the NICE editor
- Preliminary health economic results for topic L1

The GDG agreed the edited recommendations for topics: **C, D1, D2, H, I, J1, J2, K and N**

An update was given on needs assessment

4. Close of meeting

FM thanked the GDG for their input to the meeting, reminded them that the next meeting will be held on **Friday 25th July 2014, Level 3 Seminar Room in the Wellcome Trust Brenner Building at St James's University Hospital, Leeds, LS9 7TF** and closed the meeting.