

**Babies, Children and Young People's experience of Healthcare Guideline
Committee Meeting 5**

Date: 16th October 2019

Location: RCOG, London

Minutes: Final

Committee members present:	
Catherine White (Chair)	Present for notes 1 – 6
Dougal Hargreaves (Topic Adviser)	Present for notes 1 – 6
Grace Atkins	Present for notes 1 – 6
Emma Beeden	Present for notes 1 – 6
Aishah Farooq (via videoconference)	Present for notes 4 – 6
Nathan Randles	Present for notes 1 – 6
Kath Evans	Present for notes 1 – 4
Joanna Shaw	Present for notes 1 – 6
Sallie Bloomfield	Present for notes 1 – 6
Rachel Elvins	Present for notes 1 – 6
James McTaggart (via videoconference)	Present for notes 1 – 6
Richard Churchill	Present for notes 1 – 6
Xanthe Hodgson	Present for notes 1 – 6
Cath Hubbuck	Present for notes 1 – 6
Paul Ashley	Present for notes 1 – 6
Catherine Churchill	Present for notes 1 – 6
Amy Overend	Present for notes 1 – 6

In attendance:		
Hilary Eadon	NGA Guideline Lead	Present for notes 1 – 6
James Gilbert	NGA Senior Systematic Reviewer	Present for notes 4 – 6
Anuja Pandey	NGA Systematic Reviewer	Present for notes 1 – 6
Alice Navein	NGA Systematic Reviewer	Present for notes 1 – 6
Agnesa Mehmeti	NGA Information Scientist	Present for notes 1 – 6
Stephanie Armstrong	NGA Health Economist	Present for notes 1 – 6
Offiong Ani	NGA Project Manager	Present for notes 1 – 6
Charlie Fairhurst	NGA Clinical Advisor	Present for notes 1 – 6
Catrina Charlton	NICE Guideline Commissioning Manager	Present for notes 4 - 6

Apologies:	
Charity Gondwe	Committee Member
Rakhee Shah	NGA Clinical Fellow
Joanna Carr	Senior Participation Development Officer, National Children's Bureau
Patrice Carte	NGA Senior Systematic Reviewer

1. Welcome and objectives for the meeting

The Chair welcomed the committee members and attendees to the 5th guideline committee meeting on Babies, children and young people's experience of healthcare. The chair acknowledged apologies received as noted above.

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 babies, children and young people's experience of healthcare. The Chair asked everyone to verbally declare any interests that have arisen since the last meeting. No new declarations were made.

The Chair congratulated a member of the committee on completion of a charity ultra-marathon and a member who has a new job.

The Chair outlined the objectives of the meeting.

3. Minutes of last meeting

The minutes from the last meeting was agreed as an accurate record. The Chair thanked members for volunteering to attend the reference groups/focus groups as observers.

4. Presentations

The Chair introduced the following presentations:

Hilary Eadon, NGA Guideline Lead provided an update on the progress the National Children's Bureau were making on recruitment to the children's reference groups.

Anuja Pandey, NGA Systematic Reviewer presented the draft protocol for review question 4.1a (qualitative) What factors are important to babies, children and young people to improve their experience of healthcare services?

Alice Navein, NGA Systematic Reviewer presented the draft protocol for review question 4.1a (qualitative) What factors are important to babies, children and young people to improve their experience of healthcare services?

James Gilbert, NGA Senior Systematic Reviewer presented an overview of how GRADE and GRADE-Cerqual are used to assess and score the quality of evidence used in quantitative

and qualitative reviews respectively.

Anuja Pandey, NGA Systematic Reviewer presented the evidence review for question 5.1 How can the perspective of children and young people, and of the parents or carers of babies inform the design of healthcare services?

Alice Navein, NGA Systematic Reviewer presented the evidence review for question 5.2 5.2 How can and how should the experience of babies, children and young people be measured so as to improve their experience of healthcare?

The Chair thanked all the presenters.

5. Questions and discussion

The committee discussed the protocols for 4.1a and 4.1b and agreed changes.

The committee discussed the use of GRADE and GRADE-Cerqual and how the quality of the evidence should be reflected in the drafting of their recommendations.

The committee discussed the evidence for reviews 5.1 and 5.2 and drafted recommendations.

6. AOB

Hilary Eadon, NGA Guideline Lead reminded the committee that the next meeting would be at an off-site location.

Date of next meeting: 25th and 26th November 2019

Location of next meeting: Broadway House (Tothill St, Westminster, London SW1H 9NQ), London