

#### 4.0.03 DOC Cmte minutes

- **Principle** – record the Committee meeting attendance, running, discussions
- **Links to include** – none
- **Attachments to include** – none
- **Info to include** – guideline title; meeting date/location; status of minutes (draft/confirmed); attendees; observers; apologies; agenda items and related discussions; declarations of interest; date of next meeting

### Subarachnoid haemorrhage committee meeting 16

**Date:** 19/4/2021

**Location:** Virtual meeting via Zoom

**Minutes:** Final

#### Committee members present:

Robert Henderson (Chair)	
Julie Cox	
Kenan Deniz	
Louise Dulhanty	
Olivier Gaillemin	
Nandan Gautam (Topic adviser)	
Jane Gooch	
Robert Lenthall	
Aidan Marsh	
James Piercy	
Anh Tran	

#### In attendance:

Caroline Keir	Guideline Commissioning Manager, NICE	
Judith McBride	Senior Medical Editor, NICE	
Gareth Murphy	Business Analyst, NICE	
Vimal Bedia	Systematic Reviewer, NGC	

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Alexandra Bonnon	Health Economist, NGC	
Ben Mayer	Senior Research Fellow, NGC	
Gill Ritchie	Associate Director/Guideline Lead, NGC	
Audrius Stonkus	Research Fellow, NGC	
Amelia Unsworth	Senior Project Manager, NGC	

#### Observers:

None	
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#### Apologies:

### 1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 16<sup>th</sup> meeting on subarachnoid haemorrhage.

The Chair informed the Committee that no apologies had been received.

The Chair outlined the objectives of the meeting, which included: discussion of the stakeholder consultation comments, the draft recommendations, and the research recommendations.

### 2. Confirmation of matters under discussion, and declarations of interest

The Chair confirmed that, for the purpose of managing conflicts of interest, the matters under discussion spanned all review questions.

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

The Chair asked everyone to verbally declare any interests that have arisen since the last meeting. No new declarations were received therefore no action was required.

### 3. Stakeholder comments

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The Committee was given a presentation on the key issues arising from the stakeholder consultation comments.
<b>4. Review draft recommendations</b>
The Committee discussed and made edits to the draft recommendations in light of stakeholder consultation comments.
<b>5. Review draft research recommendations</b>
The Committee discussed and made edits to the draft research recommendations.
<b>6. Minutes of the previous meeting</b>
The minutes of the previous meeting were agreed as an accurate record.
<b>7. Any other business</b>
None

**Date of next meeting:** None

**Location of next meeting:** n/a