

4.0.3 DOC Cmte minutes

Dementia (update) Guideline Committee – development

Date: 21/10/2015

Location: 76 King St, Manchester

Minutes: Final

NICE National Institute for
Health and Care Excellence

Committee members present:		
Damien Longson (Chair)		(Present for notes 1–8)
Louise Allan (LA)		(Present for notes 1–8)
Linda Clare (LC)		(Present for notes 1–8)
Richard Clibbens (RC)		(Present for notes 1–8)
Carol Duff (CD)		(Present for notes 1–8)
Paul Dunnery (PD)		(Present for notes 1–8)
Sandra Evans (SA)		(Present for notes 1–8)
Karen Harrison-Dening (KHD)		(Present for notes 1–8)
Hannah Luff (HL)		(Present for notes 1–8)
Kevin Minier (KMin)		(Present for notes 1–8)
John O'Brien (JO)		(Present for notes 1–8)
Ruth O'Dea (RO)		(Present for notes 1–8)
Chris Roberts (CR)		(Present for notes 1–8)
Louise Robinson (LR)		(Present for notes 1–8)
Joanne Brady (JB)		(Present for notes 1–8)
Jeremy Isaacs (JI)		(Present for notes 1–8)
Catherine Pascoe (CP)		(Present for notes 1–8)

In attendance:		
Clifford Middleton (CM)	NICE – Guideline Commissioning Manager	(Present for notes 1–8)
Vicky Gillis (VG)	ICG – Technical Analyst	(Present for notes 1–8)
Sue Spiers (SS)	ICG – Associate Director	(Present for notes 1–8)
Sue Ellerby (SEll)	ICG – Clinical Advisor	(Present for notes 6–8)
Gabriel Rogers (GR)	ICG – Technical Advisor (HE)	(Present for notes 1–8)
Hugh McGuire (HM)	ICG – Technical Advisor	(Present for notes 1–8)
Harry Allen (HA)	ICG – Expert Advisor	(Present for notes 1–8)
Holly Irwin (HI)	ICG – Project Manager	(Present for notes 1–8)
Angela Parkin (AP)	NICE Medicines Senior Advisor	(Present for notes 1–8)
Elizabeth Barrett (EB)	NICE Information Specialist	(Present for notes 1–8)

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Angela Parkin (AP)	NICE Medicines Prescribing Centre Senior Advisor	(Present for notes 1–8)
James Hall (JH)	NICE Senior Medical Editor	(Present for notes 6–8)

Observers:

Jayne Roberts (JR)	Accompanying lay member
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Apologies:

Tracey Wright (TW)	Committee member
Kate Mitchell (KMit)	Committee member
Sarah Partington (SP)	Committee member
Steven Ward (SW)	ICG – Health Economist

1. Welcome, objectives for the meeting, Dols and minutes of previous meeting

The Chair welcomed the Committee members and attendees to the second meeting of the dementia (update) guideline committee. The Committee members and attendees introduced themselves.

Apologies for the meeting were received as detailed above.

The Chair outlined the proposed objectives of the meeting, which included:

- Update on previous discussion regarding palliative care and dementia
- Presentation of a joint review protocol encompassing Dementia, Parkinson’s Disease and Dementia with Lewy Bodies
- Update on the accelerated TA217 review
- Discussion and agreement of review questions
- Initial discussion about priorities for health economic modelling

The DOI register was made available to the Chair. The Chair requested that committee members and attendees outline all potential conflicts of interest, as outlined below.

New declarations of interest defined as requiring consideration, for this or future meetings, by the NICE Conflict of Interest policy are outlined below:

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Name	Declarations of Interest, date declared	Type of interest	Decision taken
Sandra Evans	Part owner of a lavender farm producing essential lavender oil. Majority used to make soap and toiletries sold in the UK and Italy.	Specific, personal financial	Declare & participate (But excluded from any future meetings considering use of essential oils)
Jeremy Isaacs	Remunerated market research interview (with GfK Market Access) on future, currently unlicensed, treatments for Alzheimer's Disease and Dementia with Lewy Bodies	Non-specific, personal-financial	Declare & participate
Jeremy Isaacs	Member of Young Dementia UK's 'National Young Onset Dementia Network' work stream on pre-diagnosis, diagnosis & post diagnostic support	Specific, personal non-financial	Declare & participate

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

The Chair presented the minutes of the previous meeting for approval. It was noted that there were some outstanding queries in relation to committee member Dols and that the wording for one Dol was not consistent with other similar declarations. It was agreed that the Dol be amended accordingly prior to formal approval.

Action: HI to share a final draft version of the minutes of the previous meeting with the committee, with a deadline for any final amendments (after which they will become finalised).

2. Palliative care update

The Chair introduced CM who thanked the members of the committee for their comments in relation to the palliative care section of the existing guideline. CM advised that, in light of comments received, he would be proposing that the existing section is included as part of the overall update of the guideline.

Action: CM to advise HI of the outcome of the proposal, who will then share this information with the committee.

3. Joint review protocol – Dementia, Parkinson's Disease and Dementia with Lewy Bodies

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The Chair introduced VG who updated the committee on plans for NICE to undertake a single evidence review on the effectiveness of medicines for dementia, parkinson's disease and dementia with lewy bodies. It was noted that the evidence could be sub analysed by type of dementia and that the Dementia and Parkinson's Disease guideline committees will be able to independently consider relevant evidence and make recommendations. VG shared the review protocol agreed by the Parkinson's Disease committee and the committee provided suggestions for ways in which the protocol could be amended to ensure relevance to the Dementia (update) guideline.

Action: HI to circulate the amended review protocol to the committee for comment and agreement.

4. Health economics

The Chair introduced GR who outlined to the committee key considerations prior to agreeing priority areas for economic modelling. It was noted that the decision on which areas should be prioritised would not be made until all the review questions had been finalised.

5. Review questions

The Chair introduced VG, who delivered a presentation which included an outline pathway to set the draft review questions from the scope, in context. Following discussion a number of amendments were agreed to both the structure of the pathway and a number of the review questions.

6. TA217 – accelerated process update

The Chair introduced EB, who gave a brief presentation to demonstrate how the review protocol agreed by the committee at meeting 1, had informed the search strategy performed.

The Chair introduced VG, who shared with the committee minor amendments which had been subsequently made to the review protocol, in relation to the initiation aspect of TA217 recommendation 1.3. The committee agreed and approved the revised review protocol.

VG presented a further draft review protocol, for the continuation element of the TA217 recommendation 1.3. Amendments to the draft protocol were discussed and agreed by the committee. It was noted that the continuation element of recommendation 1.3 would be covered within the standard guideline update timeline, and would not form part of the accelerated timeline.

JO enquired whether co-prescribing would be covered within the update of TA217 recommendation 1.3. It was agreed that CM would consider this point and feed back to the committee in due course.

Action: CM to feedback via HI in relation to co-prescribing.

7. The role of the Editor

The Chair introduced JH who gave a presentation outlining the role of the editor, the various guideline-related products within NICE and guidance on drafting recommendations. The Chair

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thanked JH for his presentation.

8. Review questions continued

The Chair introduced VG, who continued to present the draft review questions. A number of suggestions on how the review questions would address the scope of the guideline were made by the committee.

Action: HI to circulate a set of revised review questions for further consideration by the committee, prior to the next meeting.

Date of next meeting: Wednesday 9th December 2015

Location of next meeting: NICE offices, Manchester