

NATIONAL COLLABORATING CENTRE FOR CANCER (NCC-C)**Suspected Cancer****Fifth Guideline Development Group (GDG) meeting**

on Tuesday 5th & Wednesday 6th March 2013, Board Room, NCC-C, Park House,
Greyfriars Road, Cardiff

GROUP MEMBERSHIP

GDG Members	
Professor Orest Mulka (OM)	Dr Stuart Williams (SW)
Professor Willie Hamilton (WH)	Mrs Susan Ballard (SB)
Dr Euan Paterson (EP)	Dr Joan Meakins (JM)
Dr Jeanne Fay (JF)	Mr David Martin (DM)
Mrs Nicki Doherty (ND)	Dr Richard Osborne (RO)
Mrs Susan Hay (SH)	Dr Yoryos Lyratzopoulos (YL)
Dr Karen Sennett (KS)	Dr Lindsay Smith (LS)
NCC-C staff	
Angela Bennett (AB)	Sabine Berendse (SBr)
Dr Mia Schmidt-Hansen (MSH)	Huajie Jin (Lily) (HJ)
Katrina Asquith-Coe (KAC)	Dr Andrew Champion (AC)
NICE staff	
Claire Turner (CT)	Anne-Louise Clayton (ALC) (Day 1 only)
Apologies	
Mrs Nicki Doherty (ND) (Day 1)	Dr Lindsay Smith (LS) (Day 1)
Claire Turner (CT) (Day 1)	Dr John Graham (JG)
Dr Karen Sennett (KS) (Day 2)	Huajie Jin (Lily) (HJ) (Day 1)

REPORT OF DISCUSSIONS AT THE MEETING**1 Welcome and apologies**

OM welcomed everyone to the 5th meeting of the Suspected Cancer GDG.

Apologies for absence were received from Lindsay Smith (day 1), Nicki Doherty (Day1) and Karen Sennett (Day 2).

2 Declarations of interest

Declarations received to date:

- WH declared that he has received an unrestricted educational grant from Macmillan for £25,000. The monies will fund research on metastatic cancer symptoms. This interest was categorised as non-personal pecuniary specific meaning that WH could participate in discussion on all topics as the grant is not funded by the health industry.
- DM reported that he has been invited to work with the Royal Pharmaceutical Society Commission of Future Models of Care through Pharmacy. DM is unsure when the first meeting will be or what pathways of care the group will be looking at. DM will receive an honorarium for his involvement. This interest was categorised as

personal pecuniary.. We are unable to specify at this stage whether the interest is specific or non-specific as little information is known about exactly what DMs involvement will be. DM will provide further information once known.

- SW reported that during consultation on NICE guidelines the Royal College of Radiologists ask special interest sub-groups to provide comment. SW is the Standards Officer of the British Society of Gastrointestinal Abdominal Radiology sub-group and is responsible for collating their comments on guideline consultations. This interest was categorised as personal non-pecuniary meaning SW can participate in discussions on all topics as the RCR provides feedback on all NICE guidelines. However, during consultation of this guideline SW will need to hand over this role to a colleague because as a member of the GDG he is not allowed to participate in consultation.
- SB declared that she received an honorarium for being a member of the group creating peer review measures for hepatobiliary cancers. The role of this group was to create measures for service configuration. This interest was categorised as personal pecuniary non-specific meaning that SB could participate in discussion on all topics as the guideline is not looking at service configuration for hepatobiliary cancers.
- SB declared that as a member of the public she commented on the pancreatic measures included in the specialist commissioning document for hepatobiliary cancers in December 2012. SB restricted her comments to editorial issues and did not comment on any diagnosis issues. No fee was received for this. This declaration was categorised as personal non-pecuniary with a chairpersons action that SB could participate in discussion on all topics as no comments were made on issues relating to the guideline.

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 Minutes of the last GDG meeting on 11 and 12 December 2012

The minutes of the last meeting were agreed.

4 Discussion

The GDG were provided with a presentation on writing and presenting recommendations by Anne-Louise Clayton, editor from NICE.

The clinical evidence for bladder cancer was presented to the GDG. The GDG discussed the evidence and drafted recommendations.

The clinical evidence for colorectal cancer was presented to the GDG along with the health economic analysis and draft recommendations. The GDG discussed the clinical evidence, the content and results of the economic analysis and drafted recommendations.

The GDG agreed the review protocol for patient information.

5 Close of meeting

OM thanked members for their input to the meeting, reminded them that the next meeting would be on Monday 3rd and Tuesday 4th June 2013 at NCC-C, Cardiff.