

15/07/2013

Dear stakeholder

Clinical Guideline: Low back pain (review)
3rd October 2013 at 10.00am
To be held at Broadway House (Stephenson Room), London SW1H 9NQ

Your organisation is registered as a stakeholder for the Low back pain (review) guideline. As such, I am writing to invite you to a workshop which will help inform the scope of this guideline. The scope defines what the guideline will, and will not, cover and we very much welcome your views to help identify the key areas the guideline should address. Consultation on the draft scope of this guideline will begin on 21st October until 18th November

The workshop will be held on 3rd October 2013 at Broadway House (Stephenson Room), London SW1H 9NQ. The workshop will start at 10.00am (with refreshments available from 09.30am) and is expected to last until 1.00pm. We will be restricting numbers at the workshop to a maximum of 50 people; therefore we can only accept one nomination from each registered stakeholder to ensure that as many organisations are represented as possible. If your organisation represents the interests of patients and/or carers, we would ask you to ensure that your representative reflects this aspect of your work.

Could you please email the attached form to LBPupdate@nice.org.uk indicating whether your organisation will be represented at the workshop by 5th September. Please ensure that you include on the form the names and email addresses of the representative who will attend. Before the workshop each attendee will receive a programme for the workshop, a draft scope and more information about the recruitment process for the guideline development group.

We routinely enclose names and organisations of attendees in the information packs which are distributed at the workshop. We will ask all attendees at the workshop to grant or deny permission to give their name in the event of us receiving a Freedom of Information request.

Please note that although the institute will reimburse reasonable 2nd class travel costs and subsistence costs, it is unable to cover loss of earnings or locum costs. Taxi fares are unlikely to be reimbursed unless there is no cheaper alternative travel option.

We very much hope that someone from your organisation will be able to attend the workshop. It is an opportunity, along with the formal consultation process, to ensure that issues of concern to your members are considered in the scope. I hope to see you there.

Yours sincerely

Christine Carson
AD, Centre for Clinical Practice
Telephone: +44 (0)845 003 7780
National Institute for Health and Care Excellence
10 Spring Gardens | London | SW1A 2BU

Please contact Joy Carvill, Guidelines Coordinator - joy.carvill@nice.org.uk if you have any queries about this workshop.