



## **Greater Manchester Medicines Management Group (GMMMNG) Clinical Standards Board (CSB) Appeals policy**

An appeal may be made on two grounds: processes or against a recommendation made by GMMMNG CSB or its Subgroups.

### **Appeals against process used for decision making:**

Appeals against **GMMMNG Clinical Standards Board processes** will be considered by CCG Chief Officers via the association governing group (AGG) however all appeals should be made to the officers of GMMMNG CSB in the first instance. Any process appeals will be forwarded by GMMMNG CSB officers to the AGG for evaluation as necessary. Please note that all process appeals must be made within **one month** of the meeting taking place.

### **Appeals against decisions or recommendations:**

Notice of an appeal against decisions or recommendations made by GMMMNG Clinical Standards Board and/or its Subgroups must adhere to the following process:

1. The appeal is made by NHS employees within the region covered by GMMMNG CSB or by a clinician outside of the region who has responsibility for a patient residing within the above region and for the indication or use for which GMMMNG CSB and/or its Subgroups considered the treatment.

***Please note appeals from pharmaceutical companies will not be accepted.***

2. There are sufficient grounds for an appeal i.e.

a) Significant new published peer reviewed evidence has become available and this evidence could affect the original decision by altering the balance of risks and benefits of the proposed treatment and/or the cost-effectiveness of the treatment.

b) The applicant can demonstrate that not all relevant evidence was taken into consideration at the time of the decision for whatever reason.

### **Process for considering an appeal:**

1. Appeals must in the first instance be submitted via email to [rdtc.rxsupp@nuth.nhs.uk](mailto:rdtc.rxsupp@nuth.nhs.uk) and addressed to the professional secretary of the GMMMNG CSB who will ensure that the appeal is passed onto the group/subgroup that initially made the decision or recommendation.
2. The case for appeal will be considered by the group/subgroup virtually via email. If there is a case for appeal then it will be added to the agenda of the next available meeting.
3. Where necessary the original formulary application should be amended to include the new evidence and any new references should be supplied by the appellant.

4. Applicants may attend the meeting to put forward his/her case however they will have to leave prior to the decision being made. The applicant may also put forward their case in writing if they are not able to attend.
5. If the appeal is made on a subgroup decision then the subgroup will need to get approval on the outcome of the appeal by the GMMMG CSB. The standard front sheet should be filled in with details of the appeal, the recommendation being contested and the appeal decision made by the subgroup. This must be submitted to the group for approval at the next available meeting.
6. The applicant will be informed of the outcome of the appeal as soon as possible after the decision is approved.
7. In the event that the appeal held by a subgroup is unsuccessful (i.e. the original decision of the subgroup/group is upheld) the applicant may request that the appeal is considered again and separately by the GMMMG CSB. Any members who were involved in the original subgroup decision and/or appeal cannot be involved in considering this appeal again at GMMMG CSB; it is therefore best if voting membership between the main group and Subgroups does not overlap. Where the decision relates to the GMMMG CSB then the applicant can request a review of the decision by AGG.

It is important to note that if an appeal is related to a decision made by a Trust or CCG then the appeal needs to go to that organisation.

## **GMMMG**

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