Date and Time: 16th July 2009 10.00-16.30

Minutes: Confirmed

Guideline Development Group Meeting
Place: Herberden room, RCP, London.

Present:
John Young, GDG Chair
David Anderson (until 4.20 pm), Consultant in Old Age Psychiatry
Melanie Gager, Sister in Critical Care Follow Up
Jim George, Consultant Physician
Wendy Harvey (until 4.00 pm), Homes Manager, MHA Care Group
Jane Healy, Senior Clinical Practice Facilitator
Najma Siddiqi, Consultant Psychiatrist
Emma Ouldred (until 4.00 pm), Dementia Nurse Specialist
Rachel White, Patient and carer representative
Matt Wiltshire, Patient and carer representative
Anayo Akunne, NCGC, Health Economist
Sarah Davis, NCGC, Senior Health Economist
Lakshmi Murthy, NCGC, Research Fellow
Jill Parnham, NCGC, Operations Director
Fulvia Ronchi, NCGC, Senior Project Manager
Maggie Westby, NCGC, Clinical Effectiveness Lead
Ian Bullock, NCGC, Chief Operating Officer
Observer:
Andrew Clegg, SpR in Geriatric and General Medicine

Apologies:
Anne Hicks, Consultant in Emergency Medicine
John Holmes, Senior Lecturer - Liaison Psychiatry of Old Age
Caroline Matenga, NICE, Implementation lead.

Invited:

Notes

1. Welcome and apologies.

2. A workshop was held (further to the introduction at yesterday’s meeting) about how to write recommendations and linking evidence to recommendations. The GDG were informed about equality and diversity issues.

3. The GDG continued the discussion from yesterday’s meeting about the algorithm and recommendations, and the GDG drafted some more recommendations.
Notes

4. The GDG were given instructions for using Claromentis.

5. The GDG were informed that before the next meeting the draft recommendations would be sent round using a voting system (opinion taker) for them to comment on them and vote on whether they agree with them.

Date, time and venue of the next meeting

GDG 12: 9th September 2009, NCGC.