

Workplace health: Long-term sickness absence and capability for work Committee meeting

Date: 26/02/2018

Location: Manchester

Minutes: Confirmed

Committee members present:		
Paul Lincoln (Chair – PM only)		(Present for notes 1 – 8)
Ralph Bagge (Vice Chair)		(Present for notes 1 – 8)
Rob Allen (Topic adviser)		(Present for notes 1 – 8)
Kaveh Asanti (Topic adviser)		(Present for notes 1 – 8)
Obeghe Edeghere		(Present for notes 1 – 8)
Collin Ellis (Topic adviser)		(Present for notes 1 – 8)
Rob Hampton (Topic adviser)		(Present for notes 1 – 8)
Judith Hopper		(Present for notes 1 – 8)
Jennifer Roberts		(Present for notes 1 – 8)
Amanda Sowden		(Present for notes 1 – 8)
Louise Thompson (Topic adviser)		(Present for notes 1 – 8)
Ann Williams		(Present for notes 1 – 8)
Gwenllian Wynne-Jones (Topic adviser)		(Present for notes 1 – 8)
Lorna Young (Topic adviser)		(Present for notes 1 – 8)

In attendance:		
Sarah Willett (Chair – AM only)	Associate Director	(Present for notes 1 – 8)
Rachel Kettle	Technical Adviser	(Present for notes 1 – 8)
Nicki Mead	Technical Analyst	(Present for notes 1 – 8)
Olivia Crane	Technical Analyst	(Present for notes 1 – 8)
Debra Hunter	Project Manager	(Present for notes 1 – 8)
Lise Elliott	Programme Manager	(Present for notes 1 – 8)
Lesley Owen	Health Economic Adviser	(Present for notes 1 – 8)
Thomas Hudson	Information Services Analyst	(Present for notes 1 – 8)

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Andrew Harding	Guideline Commissioning Manager	(Present for notes 1 – 8)
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Observers:

Kalene Marston	(Present for notes 1 – 4)
Rachel Walsh	(Present for notes 1 – 7)

Apologies:

Neil Wood	Public Health England Technical Advisor
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1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the introductory meeting 0 on Workplace health: long-term sickness absence and capability for work guideline update. The Committee members and attendees introduced themselves.

The Chair informed the Committee that apologies had been received. These are noted above.

The Chair outlined the objectives of the meeting, which included reviewing the draft protocols and discussing the search.

2. Confirmation of matter under discussion, and declarations of interest

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was workplace health: long-term sickness absence and capability for work.

The Chair asked everyone to verbally declare any interests:

Jennifer Roberts declared that she acts from time to time on a private consultancy basis as expert advisor on projects for CFE Research or the pharmaceutical industry. Jennifer confirmed that she is not currently working on any health related projects for CFE or pharma projects.

Jennifer also declared she is currently Principal Investigator for a research project funded by the Health Foundation and Co-Investigator for a research project funded by Public Health England.

Ann Williams declared that she is Vice Chair of Liverpool Central Medical Research Ethical Committee.

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Louise Thomson declared that she has a number of current research projects relating to a number of interventions to support employees to remain or enter into employment.

Colin Ellis declared that he is a Trustee of South Yorkshire Asbestos Victims Support Group.

Lorna Young declared that she is a member of the GM Coalition of Disabled People charity, a non-executive director of Shorecliffe Rise Management Company and a School Governor at Camberwell Park Specialist Support Primary School.

Gwenllian Wynne-Jones declared that she is in receipt of a Post-Doctoral Fellowship, Clinical Trials Fellowship and on a Research Program Grant from NIHR. She has also published a clinical trial that may fall under the topic being discussed.

Robert Hampson declared he is PHE Medical Champion for Work as a Health outcome, Director of LiverSense and a member of the Royal College of GP's Council.

Robert is also a Director of RHH Medical Ltd, Professional Advisor to the Ingeus Clinical Advisory Group and works as GP Musculoskeletal Editor for OmniaMed Chronic Conditions and a private Occupational Physician.

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.

Sarah Willett, Assistant Director outlined the changes to the DOI policy.

3. Background and overview of the scope

The Chair introduced Rachel Kettle, Technical Adviser at NICE who provided the background to this update and an overview of the scope. This included the surveillance report of PH19, who the guideline is for, the key areas that will and will not be covered and a brief overview of the key outcomes.

4. Questions and discussion

Committee members were given the opportunity to discuss what had been presented and ask questions.

5. Review protocol and search

The Chair introduced Nicki Mead, Technical Analyst at NICE, who presented the first draft protocol and outlined how this had been developed.

The Committee then discussed the evidence presented and offered their views on

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how this work can be taken forward.

6. Review protocol and search (continued)

Nicki Mead continued her presentation and outlined the key outcomes and the three review questions in more detail.

The committee had the opportunity to discuss what had been presented and ask any questions.

The Chair thanked Nicki Mead for her contribution to the meeting.

7. Search queries

The Chair introduced Thomas Hudson, IS Lead at NICE, who gave a presentation on the literature search strategy and approach. This included inclusion and exclusion criteria and database and website sources.

The Committee were asked to give feedback on the search strategy and sources that had been selected for the literature search and to highlight any key papers in this area that they were aware of.

The Chair thanked Thomas Hudson for her contribution to the meeting.

8. Summary of the day and next steps

The Chair summarised what had been covered throughout the day and confirmed the next meeting date.

The Chair also asked for Committee members to volunteer to be contacts for the technical team to discuss emerging uncertainties in the review work as it progressed.

The NICE team took note of the volunteers and thanked the Committee for their assistance.

Date of next meeting: 20/09/2017

Location of next meeting: Manchester, NICE offices