

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

**Date:** 08/02/2019

**Location:** Manchester

**Minutes:** Final

<b>Committee members present:</b>		
Kaveh Asanati (Topic expert)		(Present for notes 1 – 9)
Rob Allan (Topic Expert)		(Present for notes 1 – 9)
Ralph Bagge		(Present for notes 1 – 9)
Obaghe Edeghere		(Present for notes 1 – 9)
Colin Ellis (Topic Expert)		(Present for notes 1 – 9)
Judith Hooper		(Present for notes 1 – 9)
Paul Lincoln (Chair)		(Present for notes 1 – 9)
Nayab Nasir		(Present for notes 1 – 9)
Rashmi Shukla		(Present for notes 1 – 9)
Louise Thomson (Topic Expert)		(Present for notes 1 – 9)
Ann Williams		(Present for notes 1 – 9)
Gwenllian Wynne-Jones (Topic Expert)		(Present for notes 1 – 9)
Lorna Young (Topic Expert)		(Present for notes 1 – 9)

<b>In attendance:</b>		
Danielle Conroy	Project Manager	(Present for notes 1 – 9)
Lise Elliott	Programme Manager	(Present for notes 3 and 6 – 9)
Ciara Donnelly	Senior Business Analyst	(Present for notes 1 – 6)
Justine Karpusheff	Guideline Commissioning Manager	(Present for notes 1 – 9)
Nicki Mead	Technical Analyst	(Present for notes 1 – 9)
Lesley Owen	Health Economic Adviser	(Present for notes 1 – 3)
Karen Peploe	Senior Technical Analyst	(Present for notes 1 – 9)
Robby Richey	Technical Adviser	(Present for notes 1 – 9)

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<b>Apologies:</b>	
Mark Gabbay	Co-opted member
Amanda Sowden	Core member
Jennifer Roberts	Core member
Sarah Willett	Associate Director
Neil Wood	PHETA

### **1. Welcome, apologies, introductions and objectives for the meeting**

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

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

The Chair outlined the objectives of the meeting which were to review and finalise all recommendations in preparation of consultation. This includes those from the original guideline and any recommendations for research.

### **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 new interests since the last meeting.

No new interests were declared.

### **3. Review RQ1, RQ2 and RQ3 recommendations and draft guideline**

Nicki Mead, Technical Analyst led the Committee review of all recommendations drafted to date. The Committee discussed, edited and refined the recommendations taking the expert testimonies into consideration.

### **4. Review PH19 recommendations**

Nicki Mead led the Committee review and discussion of the recommendations from the original guideline (*Workplace health: long-term sickness and incapacity to work*) relevant to this update.

The Committee considered whether the PH19 recommendations on initial enquiries, detailed assessment and interventions and services should be retained, removed or

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amended in light of the recommendations drafted to date.

### **5. Draft research recommendations**

Nicki Mead and Robby Richey, Technical Adviser reminded the Committee of the identified gaps in the evidence base and the Committee discussed whether it would be appropriate to draft recommendations for research in any of these areas.

### **6. Consider impact of recommendations on current practice**

The Committee considered the potential impact of the draft recommendations on current practice.

Ciara Donnelly, Senior Business Analyst at NICE was in attendance to help the Committee consider any potential impact on resources.

### **7. Review Equality Impact Assessment**

The Committee reflected on the expert testimonies and reviewed the draft recommendations to consider any other potential equality issues which needed to be recorded and addressed prior to consultation.

### **8. Summary and next steps**

The Chair summarised what had been covered throughout the day and advised that the Committee will have further opportunity to review the draft guideline before it goes out for consultation on 24 May. The Committee will next meet on 19 July to review the consultation responses and finalise the guideline ahead of publication.

### **9. Any other business**

The Chair thanked Nicki Mead on behalf of the Committee for her contribution to this guideline and wished her all the best for the future. Karen Peploe will be taking over as Senior Technical Analyst on this guideline.

**Date of next meeting:** 19/07/2019

**Location of next meeting:** Manchester, NICE offices