

Safeguarding adults in care homes Guideline Committee Meeting 1

Date: 20th November 2018

Location RCOG, London

Minutes: Final

Committee members present:	
Nageena Khalique QC (Chair)	Present for notes 1-6
Rachel Fyson (Topic Adviser)	Present for notes 1-6
Sandra Murphy	Present for notes 1-6
Paul Kingston	Present for notes 1-6
Karen Brown	Present for notes 1-6
Martin Sexton	Present for notes 1-6
Linda MacDonnell	Present for notes 1-6
Barbara Jacobson	Present for notes 1-6
Elizabeth Walton	Present for notes 1-6
Linda Whitworth	Present for notes 1-6
Dorothy Hodgkinson	Present for notes 1-6
Ellie Zavaroni	Present for notes 1-6
Nadia Milligan	Present for notes 1-6

In attendance:		
Lisa Boardman	NGA Guideline Lead	Present for notes 1-6
Jennifer M. Francis	NGA Senior Systematic Reviewer	Present for notes 1-6
Ted Barker	NGA Systematic Reviewer	Present for notes 1-6
Anastasios Bastounis	NGA Systematic Reviewer	Present for notes 1-6
Palida Teelucknavan	NGA Project Manager	Present for notes 1-6
Ifigeneia Mavranezouli	NGA Health Economist	Present for notes 1-6
Elise Hasler	NGA Information Scientist	Present for notes 1-6
Bridget Warr	NGA Social Care Advisor	Present for notes 1-6
Jennifer Francis	NGA Business Administrator	Present for notes 4-4
Justine Karpusheff	NICE Guideline Commissioning Manager	Present for notes 1-6
Moshood Adisa	NGA Project Manager (observer)	Present for notes 1-6

Apologies:

None

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the first guideline committee meeting on Safeguarding adults in care homes. The Committee members and attendees introduced themselves.

The Chair reminded all present that the Committee is independent and advisory, that its decisions and recommendations to NICE do not represent final NICE guidance, and that they may be changed as a result of public consultation.

The Chair informed the Committee that no apologies had been received.

The Chair outlined the objectives of the meeting, which included: introductions to NICE guidelines and the National Guideline Alliance; NGA travel and subsistence policy; overview of the Scope; finalising the review questions; and developing protocols for review questions 1.1, 1.2, 2.1 and 2.2.

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 Safeguarding adults in care homes. The Chair asked everyone to verbally declare any interests.

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Rachel Fyson	Committee Topic Advisor	Joined the Safeguarding Adult Review sub-group	Direct, non-financial	Declare and participate
Sandra Murphy	Committee member (Local authority safeguarding lead)	Member of Adult Safeguarding Board and Sub-Groups. Attends meetings and no honorarium received.	Direct, non-financial	Declare and participate
Sandra Murphy	Committee member (Local authority safeguarding)	Member of Domestic Abuse Partnership. Attends meetings and no honorarium received.	Indirect, non-financial	Declare and participate

	lead)			
Sandra Murphy	Committee member (Local authority safeguarding lead)	Member of Children’s Safeguarding Board. Attends meetings and no honorarium received.	Indirect, non-financial	Declare and participate

The 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.

3. Minutes of the last meeting

There were no previous minutes as this was the first meeting.

4. Presentations

The Chair introduced Justine Karpusheff, NICE Guideline Commissioning Manager, who gave a presentation on an introduction to NICE guidelines.

The Chair introduced Lisa Boardman, NGA Guideline Lead, who gave a presentation on an introduction to the National Guideline Alliance (NGA).

The Chair introduced Jennifer Francis, NGA Business Administrator, who gave a presentation on an introduction to the NGA travel and subsistence policy.

The Chair introduced Bridget Warr, NGA Social Care Adviser and Rachel Fyson, Committee Topic Advisor, who gave a presentation on the Scope.

The Chair introduced Ifigeneia Mavranouzouli, NGA Health Economist, who gave a presentation on the Health Economic work of the guideline.

The Chair introduced Jennifer M Francis, NGA Senior Systematic Reviewer, who gave a presentation on the Review Questions and the draft Protocols for:

Q1.1 ‘What physical, emotional, behavioural and social indicators should alert practitioners to the possibility of abuse in care homes?’

Q1.2 ‘What are the barriers and facilitators to identifying the risk or incidence of abuse in care homes?’

Q2.1 ‘What physical, emotional, behavioural and social indicators should alert practitioners to the possibility of neglect in care homes?’

Q2.2 ‘What are the barriers and facilitators to identifying the risk or incidence of

neglect in care homes?’

The Chair thanked all the presenters for their presentations.

5. Questions and discussion

The Committee discussed each presentation in relation to this guideline and were given the opportunity to ask questions.

6. Any other business

None.

Date of next meeting: 15/01/2019

Location of next meeting: RCOG offices, London