

Safeguarding adults in care homes Guideline Committee Meeting 5 – Day 1

Date: 13 June 2019

Location Broadway House, Tothill St, Westminster, London SW1H 9NQ

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
Dorothy Hodgkinson	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
Nadia Milligan	Present for notes 1-6
Luke Woods	Present for notes 1-6
Tracey Roscoe	Present for notes 1-6
Sue Martindale	Present for notes 1-6
Ellie Zavaroni	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
Eleni Chrysopoulou	NGA Project Manager	Present for notes 1-6
Ted Barker	NGA Systematic Reviewer	Present for notes 1-6
Elise Hasler	NGA Information Scientist	Present for notes 1-6
Bridget Warr	NGA Social Care Advisor	Afternoon only
Nadira Sharif	NGA Systematic Reviewer	Present for notes 1-6
Paul Jacklin	NGA Health Economist	Present for notes 1-6
Justine Karpusheff	NICE Guideline Commissioning Manager	Present for notes 1-6

Apologies:	
Bridget Warr (morning only)	NGA Social Care Advisor
Paul Kingston	Practitioner

1. Welcome introductions and apologies
<p>The Chair welcomed the Committee members and attendees to guideline committee meeting 5, on Safeguarding adults in care homes. The Committee members and attendees introduced themselves.</p> <p>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.</p> <p>The Chair informed the Committee that apologies had been received and these are noted above.</p> <p>The Chair outlined the objectives of the meeting.</p>
Matters under discussion, and declarations of interest
<p>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 in addition to those already noted on the Register of interests.</p> <p>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 apart from in one instance. R Fyson was the author of one of the included studies for review 3.2 and therefore would not take part in final decisions about recommendations relating to her paper.</p>
2. Minutes of the previous GC meeting
<p>The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. The Committee agreed that the minutes were a true and accurate account of the meeting.</p>
3. Review 3.1 – Recognition and reporting of safeguarding concerns
<p>The Chair introduced Jennifer M. Francis (Senior Systematic Reviewer) and Lisa Boardman (Guideline Lead) who updated the committee about progress on this</p>

evidence review and plans for next steps.

4. Reminder of GRADE CERQual methodology

The Chair introduced Jen Francis (Senior Systematic Reviewer) who gave a presentation on GRADE CERQual methodology.

5. Review 3.2 - managing and responding to safeguarding concerns

The Chair introduced Nadira Sharif and Ted Barker, NGA systematic reviewers, who gave a presentation on review questions 3.2a and 3.2b This was discussed and some draft recommendations were established and agreed with the Committee

6. Review of NICE registered stakeholders list

The Chair asked the committee to review the registered stakeholders list.

Date of next meeting: 12/07/2019

Location of next meeting: RCOG