

**Oral health promotion approaches for dental teams Public Health  
Advisory Committee meeting**

**Date:** 06/03/15

**Location:** NICE London offices, 10 Spring Gardens, London SW1A 2BU

**Minutes:** Final

<b>Committee members present:</b>	
Susan Jebb (Chair)	(Present for notes 1-10)
Ben Atkins – topic member	(Present for notes 1-10)
Mireia Jofre Bonet - core member	(Present for notes 1 -8)
Perpetua Chisenga – community topic member	(Present for notes 1-10)
Gillian Davies – topic member	(Present for notes 1-10)
Rebecca Harris – topic member	(Present for notes 1-10)
Alison Lloyd – community core member	(Present for notes 1-10)
Mandy Murdoch – topic member	(Present for notes 1-10)
Chris Packham – core member	(Present for notes 1-10)
Toby Prevost – core member	(Present for notes 1-10)
Amanda Sowden - core member	(Present for notes 1-10)
Michael Wheeler - topic member	(Present for notes 1-10)
Lucy Yardley – core member	(Present for notes 1-10)

<b>In attendance:</b>		
<b>Contractors:</b>		
Jo Lord	Brunel University	(Present for notes 1 – 5 & 9-10)
Louise Longworth	Brunel University	(Present for notes 1 – 5)
Liz Kay	Plymouth University	(Present for notes 1 – 4
<b>NICE team:</b>		
Clare Wohlgemuth	NICE Lead analyst	(Present for notes 1 – 10)
Lakshmi Murthy	NICE analyst	(Present for notes 1 – 10)
Patricia Mountain	NICE project manager	(Present for notes 1 – 10)
Kim Jeong	NICE economics adviser	(Present for notes 1 – 5 & 9-10)

## PHAC A Final minutes of 6<sup>th</sup> March 2015 meeting

### Observers:

Jeshika Singh	(Present for notes 1 – 14)
Oluchukwu Onyimadu	(Present for notes 1 – 14)

### Apologies:

Joyce Rothchild	Core Committee member
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### 1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 14<sup>th</sup> meeting of Public Health Advisory Committee (PHAC) A and the second meeting on Oral health promotion approaches for dental teams.

The Committee members and attendees introduced themselves.

The Chair welcomed the members of the public to the meeting. The members of the public had been briefed already, both verbally and in writing by the NICE team, and the Chair reminded them of the protocol for members of the public, whose role is to observe (they should not speak or ask questions). No filming or recording of the meeting is permitted. 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 apologies had been received. These are noted above. The Chair outlined the objectives of the meeting, which included:

- To discuss the findings from the further economic analysis
- To agree draft recommendations, considerations and research recommendations.

### 2. Declarations of interest

The Chair asked all attendees to verbally declare any conflicts of interest that have arisen since the last meeting, or changes to declarations already made.

The Chair explained that verbal declarations of interest are a standing item on every agenda and a matter of public record.

The PHAC comprises both core members who are standing members of PHAC A, and topic members who are members solely for this guideline.

The NICE policy on Declarations of Interest was revised in September 2014 and members received a copy with their mailed papers before the meeting.

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Previous declarations of interest can be viewed on the NICE website here <http://www.nice.org.uk/get-involved/meetings-in-public/public-health-advisory-committees>

The Chair asked everyone to verbally declare any interests that have arisen since the last meeting or changes to previously declared interests under the following categories:

- financial or non-financial (specific or non-specific\*)
- personal [family] or non-personal

\* An interest is 'specific' if it refers directly to the matter under discussion.

For the purposes of this meeting, the matter under discussion was defined as '*approaches for delivering oral health promotion messages to dental patients.*'

**Gillian Davies:** personal non-financial specific – Deputy editor of Community Dental Health.

### **Contractors**

**Elizabeth Kay:** personal non-financial specific – member of Dental association covering dental public health.

The Chair and the Associate Director noted that the interests declared did not prevent the attendees from fully participating in the meeting.

### **3. Minutes of the last meeting**

The minutes were agreed as an accurate record of the meeting, with an addition to the declarations of interests. All actions had been completed or were in hand.

### **4, 5. Economic analyses – further analyses**

Brunel University have been contracted by NICE to provide economic analyses for this guideline. Dr Joanne Lord gave a presentation on additional studies which examine the cost-effectiveness of approaches for dental health practitioners and their teams to deliver oral health promotion messages to children. There was time for questions and discussion. The PHAC discussed the options for the economic model and agreed the parameters. The team from Brunel left the meeting to undertake some of the analyses.

**Action: Gillian Davies to provide data on the proportion of children that have had tooth extractions**

### **6, 7, 8. Drafting recommendations and considerations**

Based on the PHAC discussions and suggestions at the previous meeting, the NICE team had prepared a list of possible draft recommendations for the PHAC to discuss. The PHAC worked their way through the list, revising each one. There was discussion on any areas that had not yet been captured within the current list of draft recommendations/considerations.

The PHAC considered the impact of the additional economic analyses on recommendations already drafted, and if additional recommendations were indicated.

**Action: NICE to amend recommendations/considerations based on the direction of the PHAC**

**Action: NICE to circulate the draft guideline including recommendations and considerations to committee members before the guideline consultation**

### **9. Drafting research recommendations**

The PHAC widened the discussion to include suggestions for draft research recommendations. The NICE team had prepared a list, based on the PHAC discussions at the last meeting.

**Action: NICE to draft research recommendations based on the direction of the PHAC discussions**

**Action: NICE to circulate the draft guideline including research recommendations to committee members before the guideline consultation**

The team from Brunel returned to the meeting to let the PHAC know the results of the modelling work that they undertook in parallel with the meeting. The PHAC considered how this further evidence might impact on the draft recommendations

**Action: Brunel to continue to develop the economic model and NICE to circulate the results to the PHAC**

### **10. Summary of the day and next steps**

The Chair summarised the main decisions and actions agreed.

Simon Ellis, associate director for this guideline, outlined the next steps in the guideline development process:

- NICE team to revise the recommendations, considerations and research

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recommendations and have them edited

- NICE team to circulate the draft guideline to committee members to check that everything has been captured correctly
- NICE to issue the draft guideline for consultation with stakeholders, 13 May – 25 June.

At the next meeting on 7<sup>th</sup> July 2015 the PHAC will:

- To consider stakeholder comments received during the consultation on the draft guideline.
- To finalise the guideline for publication (publication is scheduled for October 2015).

### **11. Any other business**

The Chair summarised the actions from the meeting.

PHAC members were reminded that NICE will only process expenses that are submitted within 3 months of the date incurred. Members were asked to submit any expenses by the end of March, so that they can be processed within this financial year.

- Note that the next meeting is Tuesday 7th July – Venue to be confirmed

The meeting closed at 4:05 pm