

Date and Time: 26 March 2015 10:00 – 16:00

Minutes: DRAFT

Care of the dying adult: Clinical care of the dying adult in the last days of life

Guideline Development Group Meeting 7

Place: The Council Chamber, Royal College of Physicians
11 St Andrews Place, London, NW1 4LE

Present:

Sam Ahmedzai	Chair (SA)
Alex Haines	Health Economist (AH)
Sarah Hodgkinson	Senior Research Fellow (SH)
Bethany King	Document Editor/Process Assistant (BK)
Susan Latchem	Guideline lead/Operations Director (SL)
Josh Ruegger	Research Fellow (JRu)
Eleanor Samarasekera	Senior Research Fellow (ES)
Lina Gulhane	Joint Head of Information Science (LG) -On call
Adrian Blundell	Geriatrician (AB)
Susan Dewar	District community nurse (SD)
David Edwards	Palliative care nurse (DE)
Adam Firth	General practitioner (AF)
Annette Furley	Lay member (AnF)
Mike Grocott	Intensive care physician (MG)
Gwen Klepping	Specialist palliative care pharmacist (GK)
Diana Robinson	Lay member (DR)
Joy Ross	Palliative care physician (JR)
Cheryl Young	Care home representative (CY)

NICE Staff:

Catharine Baden-Daintree	NICE Guidelines Editor (CBD)
Caroline Keir	Guidelines Commissioning Manager (CK)

Apologies:

Maureen Carruthers	Community matron/Advanced nurse (MC)
Antonia Field Smith	Clinical Trainee (AFS)
Tamara Diaz	Project Manager

Notes

1. **Introductions and apologies.** SA welcomed the group to the 7th meeting of this GDG. Apologies were received for TD, MC and AFS.
2. **Declarations of Interests (DOIs)**
The Chair asked all GDG members to declare any relevant conflicts of interest.

All members declared that they knew of no personal specific, personal non-specific, non-personal specific or non-personal non-specific interest in the development of this guideline.
3. The minutes of the last meeting of this group were agreed as a true and accurate account of the meeting.
4. **Review question: Pharmacology**
ES presented the clinical evidence report and AH presented the health economic evidence for Pharmacology.
5. **NICE editor presentation**
The chair welcomed the NICE Editor, CBD, who presented about the role of the NICE editor.
6. **Pharmacology LETR**
The GDG drafted recommendations for the Pharmacology review and discussed the rationale for making these recommendations.

Date, time and venue of the next meeting

GDG 8: 27 March 2015, 10:00 – 16:00: Sterling Room, RIBA