

Oral health for adults in care homes Committee meeting

Date: 26/03/2015

Location: NICE Offices, Manchester

Minutes: Final

Committee members present:	
Paul Lincoln (Chair)	Present for notes 1 – 12
Ralph Bagge (Vice Chair)	Present for notes 1 – 12
Jeremy Wight	Present for notes 1 – 6
Matthew Taylor	Present for notes 1 – 12
Joanne Charlesworth	Present for notes 1 – 12
Pepetua Chisenga	Present for notes 1 – 12
Michael Donaldson	Present for notes 1 – 12
Elizabeth Kay	Present for notes 1 – 12
Sheila Welsh	Present for notes 1 – 12

In attendance:		
Simon Ellis	Associate Director	Present for notes 1 – 12
Linda Sheppard	Lead Analyst	Present for notes 1 – 12
Claire McLeod	Analyst	Present for notes 1 – 12
Lesley Owen	Health Economist	Present for notes 1 – 7
Rupert Franklin	Project Manager	Present for notes 1 – 12
Ivor Chestnutt	Contractor	Present for notes 1 – 12
Heather Strange	Contractor	Present for notes 1 – 12
Fiona Morgan	Contractor	Present for notes 1 – 12
Andrew Cleves	Contractor	Present for notes 1 – 7
Deborah Fitzsimmons	Contractor	Present for notes 4 – 5

Apologies:	
Sabrina Fuller	Committee member
Ruth Hall	Committee member

Jane Royle	Committee member
Tracey Shield	Analyst
Clare Wohlgemuth	Analyst

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the second meeting on Oral health for adults in care homes. 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:

- Hearing about the findings of the cost effectiveness review, the interim findings of the correlates review and the outline plan for the economic analyses
- Discussing the findings of the evidence review on best practice
- Developing draft recommendations, considerations and research recommendations

Introductions

The group introduced themselves.

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 'Approaches to promoting and protecting oral health and ensuring access to dental treatment for adults in nursing and residential care homes'.

The Chair asked everyone to verbally declare any interests that had arisen since the

last meeting

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Michael Donaldson	Head of Dental Services, Regional Health and Social Care Board	Responsible for commissioning community dental services from NHS trusts in Northern Ireland. This includes care provided to residents of nursing	Personal, non-financial, specific interest	No further action required
Michael Donaldson	Head of Dental Services, Regional Health and Social Care Board	Wife is a senior dental officer in the community dental service	Personal non-financial, non-specific	No further action required
Sheila Welsh	Senior Public Health Research Officer, NHS Ayrshire & Arran	Re: declaration noted at previous meeting – grant application for study into barriers and facilitators on this topic has been rejected. Plans exist to revise and reapply to alternative funding organisations.	Non-personal financial specific	No further action required

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 last meeting

The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. The Committee suggested the following changes:

- Corrections to Sheila Welsh and Jeremy Wight's surnames
- Deletion of a typo incorrectly noting Jane Royle as a topic adviser

The Chair confirmed that all matters arising had been completed or were in hand.
4. Presentation on the economic analyses
<p>The Chair introduced Andrew Cleves and Deborah Fitzsimmons (via teleconference) from Cedar Healthcare Technology Research Centre.</p> <p>Andrew gave a presentation on the cost effectiveness review and the interim findings from the correlates review.</p> <p>The Chair thanked Andrew for his presentation</p>
5. Questions and discussion
The committee discussed the findings from the both reviews and were given the opportunity to ask questions.
6. Evidence review – presentation of findings
<p>The Chair introduced Fiona Morgan from Cardiff University.</p> <p>Fiona gave a presentation on the best-practice evidence review.</p> <p>The Chair thanked Fiona for her presentation</p>
7. Questions and discussion
The committee discussed the findings from the review and were given the opportunity to ask questions.
8. Drafting recommendations and considerations
Following their discussion of the evidence, the committee agreed some provisional recommendations and considerations of the evidence.
9. Gaps in the evidence and suggestions for further evidence
Linda Sheppard gave a presentation to show how the gaps in the evidence which had been identified at the last PHAC meeting were being addressed. The group suggested ideas for further evidence that could be sought.
10. Drafting research recommendations
The committee discussed areas where it might be helpful to develop research recommendations.
11. Summary of the day and next steps

The Chair summarised the day and thanked the group for their work

12. Any other business

It was noted that the next meeting may be held in London rather than Manchester, and that the group would be contacted once this had been confirmed.

There were no additional matters arising. The Chair closed the meeting.

Date of next meeting: 20/05/2015

Location of next meeting: Red Rooms, City Tower, Piccadilly Plaza, Manchester
M1 4BT (TBC)