

Date and Time: 5 November 2014 10:00 – 16:00

Minutes: DRAFT

Guideline Development Group Meeting

Place: Royal College of Physicians, 11 St Andrews Place, Regent's Park,
London. NW1 4LE.

Present:

Guideline Development Group

Bruce Guthrie	(Chair) BG
Alaster Rutherford	(Pharmacist) AR
Carolyn Chew-Graham	(General Practitioner) CCG
Cate Seton-Jones	(Palliative Care Specialist) CSJ
David Kernick	(General Practitioner) DK
Emily Lam	(Lay member) EL
Jonathan Inglesfield	(General Practitioner) JI
John Hindle	(Geriatrician) JH
Julia Botsford	(Psychiatrist CPN) JB
Nina Barnett	(Pharmacist) NB
Rupert Payne	(General Practitioner) RP
Sam Barnett-Cormack	(Lay member) SBC

National Clinical Guidelines Centre

Norma O'Flynn	(Guideline Lead/Clinical Director) NOF
Emma Madden	(Research Fellow) EM
Joanna Ashe	(Senior Information Scientist) JA
Kate Lovibond	(Senior Health Economist) KL
Sharon Swain	(Senior Research Fellow) SS
Sophia Kemmis-Betty	(Health Economist) SKB
Tamara Diaz	(Project Manager) TD
Lindsay Dytham	(Document Editor / Process Assistant) LD

In attendance:

NICE Staff

Caroline Keir	(Guidelines Commissioning Manager) CK
Alix Johnson	(Patient Involvement Programme) AJ

Apologies:

Andrew Clegg	(Geriatrician) AC
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Notes

1. BG welcomed the group to the first meeting of this GDG. Apologies were received from AC.

2. **Introduction presentations:**

BG introduced CK who gave a presentation on 'Working with NICE'.

BG introduced AJ who gave a presentation on 'Patient and public involvement'.

NOF gave a presentation on 'The NCGC, its guideline programme and declarations of interest'

The Chair asked all GDG members to declare any relevant conflicts of interest. The following DOIs were noted:

BG has research interests in multimorbidity and is working with NICE in this field. He is working on a grant to develop a trial on multimorbidity. He has publicly stated that he believes current guidelines are unhelpful for multimorbidity.

RP conducts and publishes research on multimorbidity and polypharmacy but receives no funding for this.

NB is a shareholder for a company that produces patient information videos. She teaches health coaching for a company that receives funding from health companies and the NHS. She produces training packages for care homes. She publishes narrative articles related to multimorbidity and specialist polypharmacy.

JB is currently on secondment to Dementia UK with a role to specifically promote Admiral nursing. She is a specialist adviser to the CQC.

SBC has made statements on social media that care for people with multimorbidity needs to be better. He is involved with a small national charity that is developing concerns for mental wellbeing.

CSJ works with a care organisation for over 65s.

CCG is a member of the Dialogue on Diabetes and Depression (DDD) and will be delivering training to a group of family physicians in Slovenia in Nov 2014 (unpaid work; travel and accommodation paid). She works with the Royal College of General Physicians (RCGP).

AR is director of his own company to provide expert pharmacist services to Bath and North East Somerset Clinical Commissioning Groups (CCG), Bath University, NICE and other NHS bodies. He has received payment from Astellas Pharma for a NICE implementation project. His wife is the owner and sole director of Banwell Village Pharmacy Limited which provides NHS Community Pharmacy Services in Banwell, North Somerset.

DK holds positions on headache groups that receive pharmaceutical funding.

JH has received honoraria for provision of general educational events in the field of Parkinson's disease from Teva pharmaceutical company. Attends 2 sessions per week with the Assistant Clinical Director at Bangor University and is paid by his NHS employer and Bangor University for his work there. He is a trustee of the British Geriatric Society until May 2014. He receives research funding from the government and the Michael J Fox Foundation.

JI is a GP in a large group practice.

None of these DOIs required further action for items on the day's agenda.

BG gave a presentation on 'A brief summary of the scope'.

JA gave a presentation on 'Searching for the evidence'.

EM gave a presentation on 'The role of the research fellow'.

SKB gave a presentation on 'Using health economic evidence in programme development'

Notes

3. **Background and group discussion:**
BG gave a presentation to lead a discussion on the scope and rationale for the guideline.

4. **Protocols and review questions:**
SS gave a presentation on 'Developing a review protocol'

SS presented the draft protocol for the review of stopping treatments. The protocol was refined through discussions of the GDG.

Date, time and venue of the next meeting

17 December 2014, 10:00-16:00 at NCGC, 180 Great Portland Street, London W1W 5QZ.