

Date and Time: 17 March 2015 10:00 – 16:00

Minutes: DRAFT

Guideline Development Group Meeting 4

Place: Boardroom, National Clinical Guideline Centre, 180 Great Portland Street, London, W1W 5QZ

Present:

Guideline Development Group

Bruce Guthrie	(Chair) BG
Alaster Rutherford	(Pharmacist) AR
Andrew Clegg	(Geriatrician) AC
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
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
Caroline Farmer	(Senior Research Fellow) CF
Hannah K	(Research Fellow) HK
Neil Askew	(Health Economist) NA
Sophia Kemmis-Betty	(Health Economist) SKB
Tamara Diaz	(Project Manager) TD
Katie Broomfield	(Document Editor / Process Assistant) KB

In attendance:

NICE Staff

Caroline Keir	(Guidelines Commissioning Manager) CK
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Apologies:

Julia Botsford	(CPN) JB
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Notes

1. **Welcome, apologies and declarations of interest**

The Chair welcomed the group to the fourth meeting of this GDG. Apologies were received from JB.

The Chair reviewed and requested updates to the declarations of interest register. The declarations of interest received for this meeting include:

Insert initials	Declaration	Classification	Chair's action
NB	Supporting Aged Care Channel with filming to provide information on good practice for care staff in care homes.	Personal pecuniary interest	No action required
AR	Fee from Insmad Inc [US orphan respiratory drug maker – no UK products either in own right or franchised] for advice on UK health system and NHS Specialised Commissioning. Their drug currently with EMA is for specific rare chest infections not associated with multimorbidities.	Personal pecuniary interest	No action required

2. **Agree GDG 3 NICE minutes**

The meeting notes and NICE minutes of the last meeting were reviewed by the GDG and were then agreed as a true and accurate record of the meeting.

3. **The Chair offered an overview of the day's agenda, and asked that any other business be highlighted for the group's information. There were no additional items to be added to the agenda.**

4. **Definitions for the Multimorbidity guideline: Follow up work**

The GDG discussed how the guideline will describe the population with multi-morbidity and agreed action points for an exercise designed to illustrate the target population.

5. **Discussion of study populations**

The group considered the search strategy for the guideline and were asked to identify any at risk populations to be included in specific searches.

6. **Evidence review: Models of care**

EM presented the clinical evidence for this review question to the group. NA then presented the economic evidence. The GDG considered and discussed the evidence.

7. **Evidence review: Format of consultations**

HK presented the clinical evidence for this review question to the group. NA then presented the economic evidence. The GDG discussed the evidence.

Notes

8. Protocols

The GDG discussed and agreed the following protocols:

- Adverse outcomes – Risk tools
- Life expectancy – Risk tools
- Barriers to stopping treatment
- Barriers to optimising care
- Stopping bone sparing treatments

9. AOB

The group discussed next steps including upcoming agenda items and meeting arrangements.

10. Summary of next steps and close.

Date, time and venue of the next meeting

GDG5: 05 May 2015, Boardroom, NCGC

GDG6: 06 May 2015, Sloane Room, RCP