Minutes: Confirmed

Guideline Development Group Meeting 6  Service Delivery and Organisation for Acute Medical Emergencies

Date and time: 23 July 2015, 1000-1730
Place: Boardroom, National Clinical Guideline Centre, 180 Great Portland Street, London W1W 5QZ

Present: Julian Bion, Chair and Professor of Intensive Care Medicine, Birmingham University, and Consultant in Intensive Care Medicine at Queen Elizabeth Hospital, Birmingham (Chair)
Philip Dyer, Deputy Chair and Consultant in Diabetes and Endocrinology, Diabetes Centre Heart of England NHS Foundation Trust
Nerys Conway, Trainee in Acute Internal Medicine, Bristol Royal Infirmary, Bristol
Christopher Dykes, Out of hours GP, Bristol (present for items 5–11 only)
Anna Farley, Patient Member, Kent
Amanda Farrer, Residential Care Home Owner and Manager of The Knells Country House, Houghton
Cathy Finnis, Patient Member, Kent
Michael Gill, Medical Director, Health 1000: The Wellness Practice, King George Hospital, Ilford
Jason Kendall, Consultant in Emergency Medicine, Emergency Department, North Bristol NHS Trust
Daniel Lasserson, Senior Trust General Practitioner, Department of Geratology, Oxford University Hospitals NHS Trust, Abingdon Community Hospital, and Urgent Care GP, Oxford Health NHS Foundation Trust
Sara Morgan, Emergency Department Matron and acting Head of Nursing, St. George’s Hospital, Tooting, London
Sue Palmer, Clinical Lead Hospital at Home Team, Oxford Health Foundation Trust
Kate Straughton, Physicians Associate, Acute medicine, Royal Shrewsbury Hospital, Shrewsbury & Telford Hospitals NHS Trust
Mihir Varia, Locum community pharmacist and Senior pharmaceutical adviser, NHS East and North Hertfordshire CCG, Hertfordshire
Dalia Dawoud, Health Economist, NCGC
Jennifer Hill, Guideline Lead, NCGC
Grit Scheffler, Research Fellow, NCGC
Dave Wonderling, Head of Health Economics, NCGC
Frank O’Neill, Senior Research Fellow, NCGC
Peter Rouse, Health economist, NCGC
Julie Neilson, Senior Research Fellow, NCGC
Welcome, apologies and declarations of interest
The Chair welcomed the group to the sixth meeting of this GDG. Apologies were received from JH, MH, KJ, MJ, CM, SP, SR, OS, TS.
No declarations of interest were made.
The Chair declared that in relation to the previous declarations recorded in the DOI register, for this meeting, the following should apply:
Christopher Dykes should withdraw from discussion on the question ‘Are GP extended surgery hours (evenings, 7 day) more clinically and cost effective compared with standard hours?’

Minutes from GDG5
The minutes from GDG5 were agreed as an accurate record of proceedings.

GP extended hours

[CD was not present for this discussion]
The GDG was presented with the clinical and economic evidence and drafted recommendations.
Notes

5. **Primary-care led home visits**
   The GDG was presented with the clinical and economic evidence and drafted recommendations.

6. **Advance care planning**
   The GDG was presented with the clinical and economic evidence and drafted recommendations.

7. **Protocols**
   The GDG discussed protocols for upcoming clinical review questions.

8. **Ward-based pharmacist support**
   The GDG was presented with the clinical and economic evidence and drafted recommendations.

9. **Physician extenders**
   The GDG agreed that this review needs to be revised and should include North American data.

10. **Clinical benefits and harms**
    The GDG was given a presentation on agreeing clinical benefits and harms.

11. **Protocols (cont’d)**
    The GDG discussed protocols for upcoming clinical review questions.

12. **Any other business**
    None.

**Date, time and venue of the next meeting**
Thursday 24 September 2015, 1000-1730, Boardroom, NCGC, 180 Great Portland Street, London, W1W 5QZ.