

**Minutes:** confirmed

**Guideline Development Group Meeting 10      Service Delivery and Organisation for Acute Medical Emergencies**

**Date and time:** 9 December 2015, 1000-1600

**Place:** Boardroom, National Clinical Guideline Centre, 180 Great Portland Street, London W1W5QZ

**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  
Richard Day, Secondary Care Doctor, Southampton City Clinical Commissioning Group  
Timothy Edwards, Consultant paramedic, London Ambulance Service NHS Trust, and Emeritus Flight Paramedic, London Air Ambulance Royal London Hospital  
Amanda Farrer, Residential Care Home Owner and Manager of The Knells Country House, Houghton  
Michael Gill, Medical Director, Health 1000: The Wellness Practice, King George Hospital, Ilford  
Jeremy Henning, Consultant in anaesthesia and critical care, British Army, James Cook University Hospital Middlesbrough and Defence Lecturer in Critical care, Royal College of Defence Medicine/Royal College of Anaesthetists  
Marcus Hughes, Consultant psychiatrist, Department of Liaison psychiatry, St George's hospital, London  
Mike Jones, Consultant in Acute Medicine, County Durham and Darlington Foundation Trust, and Senior Lecturer, University of Durham  
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

Jennifer Hill, Guideline Lead, NCGC  
 Dalia Dawoud, Senior Health Economist, NCGC  
 Dave Wonderling, Head of Health Economics, NCGC  
 Frank O'Neill, Senior Research Fellow, NCGC  
 Maria Cruickshank, Research Fellow, NCGC  
 Joanna Ashe, Senior Information Scientist, NCGC  
 Peter Cain, Health Economist, NCGC  
 Giulia Zuodar, Document Editor/ Process Assistant, NCGC  
 Clare Jones, Senior Research Fellow, NCGC  
 Amy Kelsey, Project Manager, NCGC  
 Peter Rouse, Health economist, NCGC  
 Grit Scheffler, Research Fellow, NCGC  
 Thomas Strong, Research Fellow, NCGC  
 Claire Wallnutt, Information Scientist, NCGC

**Apologies:** Anna Farley, Patient Member, Kent  
 Cathy Finnis, Patient Member, Kent  
 Christopher Dykes, Out of hours GP, Bristol  
 Julie Neilson, Senior Research Fellow, NCGC  
 Sharangini Rajesh, Research Fellow, NCGC  
 Opinder Sahota, Honorary Professor in Orthogeriatric Medicine,  
 University of Nottingham, and Consultant Physician, Health Care of  
 Older People, QMC, Nottingham  
 Clifford Middleton, Guidelines Commissioning Manager, NICE

NICE Staff:		
/	/	

**Observers:** Jeffrey Tabiri-Essuman, Surveillance team, NICE

**Notes**

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

The Chair welcomed the group to the tenth meeting of this GDG. Apologies were received from CD, AF, CF, CM, JN, SR and OS.

The Chair declared that in relation to the previous declarations recorded in the DOI register, for this meeting, the following should apply:

'The DOI register was made available to the GDG chair. The chair reviewed the DOI register and deemed that none of the original DOIs were in conflict with the agenda topics and clinical questions under discussion at the meeting. No action was required'.

The Chair then requested updates to the existing declarations of interests from GDG members. Sara Morgan declared that from January 2016 she will be taking up a new post as the Chief Nurse at the Princess Grace Hospital in London. The PGH has a private Urgent Care Centre. This was considered not to be a conflict of interest.

## Notes

2. **Minutes from GDG9**  
The minutes from GDG9 were agreed as an accurate record of proceedings.
3. **Review LETRs from GDG9**  
The GDG reviewed the LETRs from GDG9.
4. **Bed occupancy**  
The GDG was presented with the clinical and economic evidence and drafted recommendations.
5. **Escalation measures**  
The GDG was presented with the clinical and economic evidence and drafted recommendations.
6. **Protocols**  
The GDG discussed protocols for upcoming clinical review questions.
7. **Health economic update**  
The GDG was presented with a health economic update.
8. **Multidisciplinary team meetings**  
The GDG was presented with the clinical and economic evidence and drafted recommendations
9. **Any other business**  
None.

## **Date, time and venue of the next meeting**

GDG10: 21 January 2015, 10am – 4.15pm, Boardroom, National Clinical Guideline Centre, 180 Great Portland Street, London W1W 5QZ.