

4.0.3 DOC Cmte minutes

Dementia (update) Guideline Committee – development

Date: 13/02/2017

Location: NICE offices, Manchester

Minutes: Final



Committee members present:	
Tracey Wright (TW) (Chair)	Present for all
Pauline Shaw (PS)	Present for all
Ben Williams (BW)	Present for all
Ruth O’Dea (RO)	Present for all

In attendance:		
Sue Spiers (SS)	ICG – Associate Director	Present for morning
Sue Ellerby (SE)	ICG – Clinical Advisor	Present for all
Toby Mercer (TM)	ICG – Technical Analyst	Present for all
Sohaib Ashraf (SA)	ICG – Health Economist	Present for all
Elizabeth Barrett (EB)	NICE Information Specialist	Present for all
James Hall (JH)	NICE – Senior Medical Editor	Present for all

Apologies:	
Belinda Black (BB)	Subgroup member
Maggie Murdoch (MM)	Subgroup member
Sally English (SE)	Subgroup member
Hannah Luff (HL)	Subgroup member
Joshua Pink (JP)	ICG – Technical Advisor
Mike Mellors (MiM)	NICE Social Care Advisor

1. Welcome, apologies, and declarations of interest

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The Chair welcomed the Subgroup members and attendees to the third meeting of the dementia guideline Social Care Subgroup. The members and attendees introduced themselves.

Apologies for the meeting were received as detailed above.

The Chair outlined the proposed objectives of the meeting, as noted on the agenda and asked each attendee to declare any new conflicts.

No members declared any new interests and it was agreed that all members were eligible to attend the meeting and contribute to the discussions and drafting of any recommendations.

2. Presentation from the Editor

JH gave a presentation on the NICE editing process and gave an introduction into the NICE guideline writing method.

3. Review Question 11: What are the most effective ways of managing the transition between different settings (home, care home, hospital, and respite) for people living with dementia?

TM recapped the review protocol and presented the evidence supporting Review Question 11 for the group's consideration.

Following the presentation the committee discussed the evidence and drafted three recommendations and one research recommendation.

4. Update on guidelines committee

TW gave an update on the last meeting of the guideline committee

5. Review of recommendations

The group discussed the recommendation in the light of the committee's comments.

6. Next Steps

The chair advised the group of the agenda for the next meeting and the location and date on which it will be held.

Date of next meeting: Tuesday 28 March 2017

Location of next meeting: NICE offices, Manchester