

4.0.3 DOC Cmte minutes

Dementia Guideline Committee meeting 14 – development

Date: 11/04/2017 & 12/04/17

Location: NICE offices, London

Minutes: Final



Committee members present:	
Damien Longson (DL) (chair)	Present for all
Louise Allan (LA)	Present for all
Linda Clare (LC)	Present for day 1 (from item 3) & day 2 present for all
Richard Clibbens (RC)	Present for day 1 (from item 2) & day 2
Sandra Evans (SE)	Present for day 1
Karen Harrison-Denning (KHD)	Present for all
Wayne Goddard	Present for day 1
Jeremy Isaacs (JI)	Present for all
Hannah Luff (HL)	Present for all
Kevin Minier (KMin)	Present for all
John O'Brien (JO)	Present for all
Sarah Partington (SP)	Present for all
Chris Roberts (CR)	Present for all
Tracey Wright (TW)	Present for all

In attendance:		
Sohaib Ashraf (SA)	NICE - Health Economist	Present for all
Elizabeth Barrett (EB)	NICE Information Specialist	Present for all
Vicky Gillis (VG)	Guideline Updates – Technical Analyst	Present for all
Yolanda Martinez	Guideline Updates – Technical Analyst	Present for day 1
Toby Mercer (TM)	Guideline Updates – Technical Analyst	Present for day 1, until item 3
Vonda Murray (VM)	Guideline Updates – Project Manager	Present for all
Gabriel Rogers (GR)	NICE – Technical Adviser	Present for day 1 items 4 & 5
Rupert Franklin (RF)	NICE – Guideline Commissioning Manager	Day 1 (from item 5) & day 2
Angela Parkin (AP)	NICE – Medicines Advisor	Present for day 2
Joshua Pink (JP)	Guideline Updates – Technical Adviser	Present for day 1 & day 2 (from item 3)
Jeffrey Tabiri-Essuman (JTE)	Guideline Updates – Technical Analyst	Present for day 2

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		from item 3
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Observers:	
Joanne Glossop	Assistant Information Specialist (day 1)
Xia Li	Audience Insight Manager (day 2)
Jane Roberts	Lay member carer (day 1 & 2)

Apologies:	
Joanne Brady (JB)	Co-opted member
Carol Duff (CD)	Committee member
Kim Grosvenor (KM)	Committee member
Ruth O’Dea (RO)	Committee member
Susan Spiers (SS)	Guideline Updates – Associate Director
Louise Robinson (LR)	Committee member

Day 1 – Tuesday 11th April 2017

1. Welcome, apologies, objectives for the meeting, declaration of interests and minutes of previous meeting		
<p>The Chair welcomed the Committee members, attendees and observers to day 1 of the fourteenth dementia committee meeting.</p> <p>The committee members, and attendees introduced themselves. The Chair welcomed WG, new committee member to the meeting.</p> <p>Apologies were noted, as recorded above.</p> <p>The Chair invited each attendee to declare any new conflicts since the previous meeting. The following conflicts were noted;</p>		
Attendee	Declaration	Action
Wayne Goddard	Trustee of local Dementia Charity – DonMentia	Declare and participate
Jeremy Isaacs	Principal Investigator (from March 2017) for a clinical trial, on the treatment of insomnia in Alzheimer’s disease, testing the drug Suvorexant. The trial is sponsored by Merck. St Georges University NHS Foundation Trusts receives funding for the trial. No direct payment received. Although income generated by employer can be used to fund research sessions. Which forms part of the job role, and therefore income.	Declare and participate

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Yolanda Martinez	Husband works as a researcher at a university, working with primary data in the field of Dementia	Declare and participate
<p>It was agreed that all committee members were eligible to attend the committee meeting and contribute to the discussions and drafting of any recommendations.</p> <p>The minutes were reviewed from GComm 13, Thursday 2nd and Friday 3rd March 2017, the minutes were agreed to be an accurate record.</p> <p>The Chair outlined the proposed objectives of the meeting.</p>		
<p>2. Post sub group update</p> <p>RQ7: What are the most effective methods of supporting people living with dementia to reduce harm and stay independent?</p>		
<p>JP and TM provided an update on the question that was presented at the last meeting of the Social Care subgroup (Tuesday 28th March 2017), presented a summary of the evidence presented, and the recommendations made.</p>		
<p>3. RQ8: How effective is pre, peri & post-diagnostic counselling and support on outcomes for people living with dementia and their families?</p> <ul style="list-style-type: none">• Presentation of clinical evidence• Agree evidence statements• Recommendations		
<p>YM recapped the review protocol and presented the evidence on how effective is pre, peri & post-diagnostic counselling and support on outcomes for people living with dementia and their families.</p> <p>SA presented economic evidence to the committee.</p> <p>The committee discussed the evidence presented.</p>		
<p>4. Health Economics model</p>		
<p>SA and GR provided a reminder of what questions are covered in the Health Economic model. An update was provided on the work completed to date, what outcome measures are included, and how these have been used.</p>		
<p>5. Recap of RQs on supporting informal carers of people living with dementia:</p> <ul style="list-style-type: none">• RQ15: How effective are carers' assessments in identifying the needs of carers of people living with dementia?• RQ16: What interventions/services are most effective for supporting the wellbeing of informal carers of people living with dementia?		
<p>JP provided a recap of the recommendations that were made on, how effective are carers' assessments in identifying the needs of carers of people living with dementia and what</p>		

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interventions/services are most effective for supporting the wellbeing of informal carers of people living with dementia. An overview was provided on the evidence that informed the recommendations.

6. RQ9: How should people living with dementia be reviewed post diagnosis?

- **Presentation of clinical evidence**
- **Agree evidence statements**
- **Recommendations**

Brought forward from day 2 agenda

VG provided an overview of the review protocol, and presented the clinical evidence found for, how should people living with dementia be reviewed post diagnosis. The committee discussed the evidence and agreed evidence statements. The committee made two recommendations.

5. Any other business

DL reminded the committee of the earlier start time for the next day's meeting.

Day 1 – Wednesday 12th April 2017

1. Welcome, apologies, objectives for the meeting, declaration of interests and minutes of previous meeting

The Chair welcomed the committee members and attendees to day 2 of the meeting.

Apologies for the meeting were received as detailed above.

The Chair outlined the proposed objectives of the meeting and asked each attendee to declare any new conflicts since day one. No committee members declared any new interests. It was agreed that all committee members were eligible to attend the committee meeting and contribute to the discussions and drafting of any recommendations.

2. Chapter introductions

Additional agenda item added.

VM provided an overview of what a guideline chapter is, and a suggested list of chapters for the dementia guideline for the committee to consider. VM outlined how the committee could be involved in the writing of the chapter introductions.

VM to send the presentation to the committee, following the meeting, with a list of the suggested chapters and the questions to be covered in each chapter.

3. RQ26: What effect does modifying risk factors have on slowing the progression of

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dementia?

- **Presentation of clinical evidence**
- **Agree evidence statements**
- **Recommendations**

Item 2 on agenda, moved to item 3.

JTE recapped the review protocol and presented the evidence on, what effect does modifying risk factors have on slowing the progression of dementia. The committee discussed the evidence presented, and made 2 recommendations.

4. Recommendation review

JP provided an overview of the recommendations that have been made to date.

5. Any other business

DL reminded the committee of the date of the next meeting, in London.

VM asked the committee to consider how the questions are grouped together to form chapters, and provide suggestions on how the guideline could be structured.

VM asked the committee to identify chapters that they may feel they could contribute to writing.

VM reminded the committee if anyone required accommodation for London to make requests as soon as possible.

Date of next meeting: Thursday 25th May 2017

Location of next meeting: NICE offices, London