



Date and Time: 1st April 2011

Minutes: Quality Standards Alcohol Dependence Topic Expert Group

Place: MidCity Place
71 High Holborn
London
WC1V 6NA

Present: Professor Colin Drummond (Chair) (CD)
Mr Adrian Brown (AB)
Mr John Dervan (JD)
Dr Ed Day (ED)

NICE staff

Tim Stokes (TS)
Beth Shaw (BS)
Rachel Neary (RN)
Charlotte Bee (CB)
Esther Clifford (EC)
Caroline Keir (CK)
Dylan Jones (DJ)
Jenny Hopes (JH)
Catharine Baden-Daintree (observer)
Lorraine Taylor (observer)
Alexa Biesty (observer)

Apologies: Ms Jan Fry
Dr Marsha Morgan
Prof Anne Lingford-Hughes
Prof. Alex Copello
Mark Gilman (MG)
Dr Jack Leach (JL)
Mark Gillyon (MG)

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Item 1: Welcome, introductions and plan for the day

- 1.1 The chair, Prof. Colin Drummond (CD), welcomed the group and reviewed the agenda for the day. The group was informed that due to low attendance the meeting was not quorate. It was explained that, because of this, all decisions made at the meeting would be sent to all members of the group for their formal approval after the meeting with a full rationale for each decision made.
- 1.2 The group reviewed the minutes of the last meeting held on 8th November 2010 and agreed they were an accurate record.

Item 2: Objectives of the day

- 2.1 CD briefly described that the key objective of the day was to discuss and agree the final quality statements for progression in to the final quality standard.
- 2.2 CD stated that the final quality standard could contain no more than 15 quality statements.

Item 3: Update on progress

- 3.1 Tim Stokes (TS) gave an overview of the work done so far by the TEG and the NICE team. He also provided a brief policy update, explaining that quality standards will have an important role in new commissioning structures.

Item 4: Quality Statements (QS) and Quality Measures (QM)

- 4.1 In light of consultation comments, the group discussed terminology within the quality standard and agreed to align wording to the existing NICE guidance upon which the standard is based.
- 4.2 CB informed the group that Prof Anne Lingford-Hughes had submitted comments via email on the meeting papers and that this feedback would be presented for consideration throughout the meeting. Additional feedback from Mark Gillyon around policy context was also noted.

Item 5: Group one - quality statements recommended for progression into the final quality standard

- 5.1 CB led the group in discussion of the consultation report and proposed re-wording and progression of each quality statement. The group then

agreed and prioritised the statements for inclusion in the final quality standard.

Item 6: Group 2 - statements not recommended for progression into the final quality standard

- 6.1 The group discussed and agreed those statements not for progression into the final quality standard on the basis of consultation comments received.

Item 7: Group 3 – potential additional areas for development into quality statements

- 7.1 CB led the group through a discussion on the areas suggested by consultation respondents for potential development into additional quality statements. The group considered each one in turn and agreed that none of the suggested areas should be worked up into a quality statement as they were either outside the scope of the quality standard, did not have a sufficient evidence base or were already covered by the quality standard.
- 7.2 The group considered the quality statements and agreed on the order in which they will appear in the final quality standard.

Item 8: Equality impact assessment

- 8.1 The group raised issues which could discriminate against equality groups and agreed they would be detailed fully in the equality impact assessment.

Item 9: Next steps and publication partners

- 9.1 TS gave an overview of the next steps and explained that the NICE team would update the quality standard and send to the TEG along with the working notes from the meeting for approval.
- 9.2 Prospective publication partners for the quality standard were discussed by the group and the several additional organisations were suggested by TEG members.

Item 10: AOB

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- 10.1 Jenny Hopes (JH) informed the group that the cost impact and commissioning assessment report would be circulated to the group for comment before publication.
- 10.2 CD thanked the topic expert group and the NICE team for their work on the alcohol dependence quality standard and closed the meeting.

Close of meeting.