

APMH
Guideline Development Group Meeting 12

Date & Time: 10.30am-4pm, Tuesday 2 September 2014

Minutes: Confirmed

Place: The Royal College of Psychiatrists
21 Prescot Street
London E1 8BB

Present: **GDG members**
Louise Howard (Chair) (LH)
Steve Pilling (Facilitator) (SP)
Helen Adams (HA)
Maria Bavetta (MB)
Sonji Clarke (SC)
Asha Day (AD)
Jill Demilew (JD)
Karen Grayson (KG)
Alain Gregoire (AG)
Ian Jones (IJ)
Kirstie McKenzie-McHarg (KMck)
Sally Russell (SR)
Judy Shakespeare (JS)

In attendance:
NCCMH Staff: Odette Megnin-Viggars (OMV)
Maryla Moulin (MM)
Eric Slade (ES)
Iona Symington (IS)
Clare Taylor (CT)

NICE staff: Clifford Middleton (CM)
Anne-Louise Clayton (ALC)
Alexa Forrester (AF)
Ciara Donnelly (CD)

Notes

1. Alexa Forrester (NICE Implementation) and Ciara Donnelly (NICE Costing) were introduced to the group.
2. Liz McDonald, Jane Barlow and Heather O'Mahen sent their apologies.
3. No interests were declared.
4. No service user concerns were expressed.
5. The minutes from GDG 11 were confirmed.
6. Alexa Forrester gave an introduction on the work of the implementation and communications team at NICE.
7. The GDG were asked to review key themes selected from the stakeholder consultation comments.
8. The GDG were advised on the upcoming tasks and the latest scheduling of deadlines to achieve publication on 18 December 2014.
9. The GDG were asked to consider how the guideline could be promoted via different publications.
10. GDG members were thanked for their contribution and hard work on this guideline.