

*National Collaborating Centre for  
Women's and Children's Health*

**Confirmed NICE Minutes**

**13<sup>th</sup> When to Suspect Child Maltreatment Guideline Development Group Meeting**

**Part 1 – Monday the 6<sup>th</sup> of October 2008 (10am – 4.30pm) at the RCOG**

**Part 2 – Tuesday the 7<sup>th</sup> of October 2008 (10am – 4.30pm) at the RCOG**

**Present:**

Anne Livesey (AL)	Community Paediatrician
Annmarie Reeves (AR)	Social Worker
Andrea Goddard (AG)	Hospital Paediatrician
Anubha Sinha (AS)	GP
Caroline Keir (CK)	Commissioning Manager, NICE
Chris Hobbs (CHo)	Community Paediatrician
Christine Habgood (CHa)	GP
Danya Glaser (DG)	GDG leader & psychiatrist
David Lucey (DL) (day 2)	Psychologist
Elizabeth Hughes (EH)	Nurse
Geoff Debelle (GD)	Community paediatrician
Peter Saunders (PS)	Patient/Carer representative
Rosemary Neary (RN)	Patient/Carer representative
Susan Dunstall (SD)	Patient/Carer representative
Jane Appleton (JA) (day 2)	Nurse

**NCC staff:**

Carolina Ortega (CO)	Work Programme Co-ordinator
Eva Gautam-Aitken (EGA)	Project Manager, NCC-WCH
Julia Saperia (JS)	Research Fellow
Monica Lakhanpaul (ML) (day 2)	Clinical Co-director for Children's Health, NCC-WCH
Danielle Worster (DW) (day 2)	Information Scientist

**In attendance:**

Sarita Tamber (ST) (day 2)	Communications, NICE
Jenni Gray (JG) (day 2)	Editor, NICE

**Apologies:**

Alison Kemp (AKe)	Clinical Advisor, NCC-WCH
David Lucey (DL) (day 1)	Psychologist
Moirra Mugglestone (MM)	Deputy Executive Director, NCC-WCH
Jane Appleton (JA) (day 1)	Nurse
Kathryn Gutteridge (KG)	Patient/Carer representative
Tricia Brennan (TB)	A&E Doctor
Danielle Worster (DW) (day 1)	Information Scientist
Paul Jacklin (PJ)	Health Economist
Monica Lakhanpaul (ML) (day 1)	Clinical Co-director for Children's Health, NCC-WCH

**Part 1 – Monday the 6<sup>th</sup> of October 2008**

**1. Welcome, introductions, apologies, minutes (Papers 1a & 1b), housekeeping, declarations of interest**

DG welcomed the group to the meeting. Apologies were received from MM, PJ, JA, DL (day 1), TB, AK, ML (day 1) and KG. There were no new declarations of interest.

The minutes of the last meeting were discussed and confirmed as an accurate record of the previous meeting.

**2. Consensus Survey Results (Paper 2)**

JS presented the results of the second round of the Delphi Consensus Survey (Paper 2). Out of the fifteen statements sent out, seven were not agreed on. JS gave an overview and the GDG discussed the topics that the Delphi participants didn't agree on.

*11.10 Apologies were received from Tricia Brennan on the phone.*

*11.15 AG left the meeting.*

**3. Definitions of 'consider' and 'suspect':**

Suspect: DG explained the process to the GDG and added that EGA had collated all GDG comments received in one document. DG summarised the comments for the GDG and explained that recommendations are about Child Protection and not safeguarding. The GDG discussed the concepts of 'abuse' and 'neglect' and their use instead of the term 'maltreatment'.

Consider: The GDG discussed the definition of 'consider' and JS edited the document live. CK said that implementation team picked up on the point of 'differential diagnosis' as it looks like it leaves out HCPs who are not responsible for making diagnosis.

*12.10 CK joined the meeting at this point.*

**Lunch Break**

*13.00 AG rejoined the GDG at this point.*

(Continuation of agenda item 3)

General Recommendations: The GDG discussed and edited the general recommendations. JS edited these recommendations based on GDG comments.

**Break for Tea/ Coffee**

(Continuation of agenda item 3)

The GDG continued to discuss the general recommendation about looking at the whole child when an indicator is found.

**4. Chapter 4: General Physical Features (Paper 3):**

DG asked the GDG to agree on a definition on each of the physical features in the recommendations as they need to be part of the quick reference guide. The GDG discussed the definitions on Paper 3, Page 2 (Bruises and cold injury).

**5. Physical features due to injury:**

The GDG discussed the meaning of previous injuries and all the subheadings under cuts and abrasions.

**8. Any other business**

There were no additional matters arising.

**End of Part I**

## **Part 2 – Tuesday the 7<sup>th</sup> of October 2008**

### **11. Welcome, introductions, apologies and declarations of interest**

DG welcomed the group to the meeting. DG welcomed RC to the meeting, who is present to take minutes in CO's absence. All GDG members declared that they knew of no personal specific, personal non-specific, non-personal specific or non-personal non specific interest that constituted a material conflict of interest with the development of this guidance. Declarations of interest are kept on record at the NCC-WCH.

### **12. Revisit issues from day 1**

DG informed the GDG that after the previous day's GDG meeting, some members had met to discuss a way forward on the physical injury recommendations. DG reiterated JA's comments on the Child Health Promotion Programme.

### **13. Physical features due to injury (continued from day 1)**

The GDG discussed physical features due to injury such as:

- Hair Loss
- Bites
- Spinal injuries
- Eye trauma
- Bruises
- Head trauma
- Oral injury
- Visceral injuries

### **14. Press handling during consultation/editorial issues**

DG welcomed ST and JG to the meeting and they introduced themselves. JG was present to meet the GDG and to observe part of the meeting.

ST took the group through what needs to be done if they receive a media call. ST asked the group to share their concerns regarding the press.

### **15. Other physical features**

The GDG discussed other physical features such as:

- Genital and anal signs and symptoms
- Sexually transmitted infections
- Strangulation
- Suffocation

### **16. Features of neglect**

Neglect: The GDG went through the recommendations to agree them.

Emotional and behavioural states: The recommendation on delinquency was amended taking into account the broader sociological issues when behaviour is concerned.

### **17. Next steps**

JS went through what will happen between now and guideline publication. The guideline will be submitted to NICE for stakeholder consultation on 7<sup>th</sup> November.

### **20. Any other business**

There were no additional matters arising. DG thanked the group for attending and closed the meeting

**End of Part 2**

**The next meeting will be held on Monday the 2nd and Tuesday the 3rd of February 2009.**

Signed:  Date: 16/12/08  
Danya Glaser, GDG chair

Signed: ..... Date: .....  
Monica Lakhanpaul, Clinical Co-Director (Children's Health)