

**Babies, Children and Young People's experience of Healthcare Guideline
Committee Meeting 9**

Date: 27th February 2020

Location: Broadway House (Tothill St, Westminster, London SW1H 9NQ),
London

Minutes: Confirmed

Committee members present:	
Catherine White (Chair)	Present for notes 1 – 6
Grace Atkins	Present for notes 1 – 6
Emma Beeden	Present for notes 1 – 6
Nathan Randles	Present for notes 1 – 6
Kath Evans	Present for notes 1 – 6
Rachel Elvins	Present for notes 1 – 6
Richard Churchill	Present for notes 1 – 6
Xanthe Hodgson	Present for notes 1 – 6
Paul Ashley	Present for notes 1 – 6
Catherine Churchill	Present for notes 1 – 6
Amy Overend	Present for notes 1 – 6
Aishah Farooq	Present for notes 1 – 6
Charity Gondwe	Present for notes 1 – 6
Cath Hubbuck	Present for notes 1 – 6
Joanna Shaw	Present for notes 1 – 6

In attendance:		
Hilary Eadon	NGA Guideline Lead	Present for notes 1 – 6
Patrice Carter	NGA Senior Systematic Reviewer	Present for notes 1 – 6
Alice Navein	NGA Systematic Reviewer	Present for notes 1 – 6
Feima Ndoeka	NGA Project Manager	Present for notes 1 – 6
Neroli Harris	Information Scientist	Present for notes 1 – 6
Charlie Fairhurst	NGA Clinical Advisor	Present for notes 1 – 5
Catrina Charlton	NICE Guideline Commissioning Manager	Present for notes 4 – 6
Joanna Carr	Senior Participation Development Officer, National Children's Bureau (NCB)	Present for notes 1 – 4
Saskia Jenkins	Development Officer, National Children's Bureau (NCB)	Present for notes 1 – 5

Apologies:	
Dougal Hargreaves	Topic Advisor
James McTaggart	Committee Member
Sallie Bloomfield	Committee Member
Stephanie Armstrong	NGA Health Economist

1. Welcome and objectives for the meeting				
<p>The Chair welcomed the committee members and attendees to the 9th guideline committee meeting on Babies, children and young people’s experience of healthcare. The Chair acknowledged apologies received as noted above.</p>				
2. Confirmation of matter under discussion, and declarations of interest				
<p>The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was babies, children and young people’s experience of healthcare. The Chair asked everyone to verbally declare any interests that have arisen since the last meeting. There were three new declarations.</p>				
Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken

4.0.03 DOC Cmte minutes

Catherine White	Guideline Committee Chair	Received a subsidised place on a 4-day training course run by Point of Care Foundation called Foundations in Patient Experience. (Subsidised as attending as a patient representative, to learn how patient experience can be sought by NHS organisations, rather than as a Patient Experience Lead.) 28.02.2020	Indirect interest	Declare and participate Agreed by: GL Feb 2020 Rationale: Not specific to guideline
Emma Beeden	Guideline Committee Member (lay)	ATTOMic research at GOSH looking into the patient experience of transplant especially the psychosocial effects. I am the young person with personal experience on the project who is consulted before anything gets sent to other children and young people. 24.02.2020	Non-financial professional and personal interests	Declare and participate Agreed by: GL February 2020 Rationale: This role may cover discussions of the same areas as the guideline, but is more specific, and is unlikely to lead to a direct impact on the development of the recommendations .
Paul Ashley	Guideline Committee Member	Leading a Work package for the Office	26.02.2020	Declare and participate

	(co-opted, dentist)	of the Chief Dental Officer (NHS England). It is part of a project looking at Oral Health Provision for Children with Special Education Needs in Special Educational Settings		Agreed by: GL February 2020 Rationale: Not specific to guideline (as relates to provision of services, not experience)
The Chair outlined the objectives of the meeting.				
3. Minutes of last meeting				
The minutes from the last meeting were agreed as an accurate record.				
4. Presentations				
The Chair introduced the following presentations:				
Catherine White, Chair presented on NICE principles.				
Saskia Jenkins, NCB Development Officer presented an update and feedback from children's reference groups.				
Alice Navein, NGA Systematic Reviewer presented the evidence review for 1.2 How should healthcare staff communicate with babies, children, young people and the parents or carers of babies and young children?				
Alice Navein, NGA Systematic Reviewer presented the evidence review for 8.2 What factors promote, or present barriers to, continuity and coordination of care for babies, children and young people?				
The Chair thanked all the presenters.				
5. Questions and discussion				
The committee discussed the feedback from the reference groups, and the NCB asked the committee to suggest questions for the 4 - 7-year group.				
The committee discussed the evidence review for 1.2 and 8.2 and agreed recommendations.				
The committee discussed the edits received from the NICE editor to the previous recommendations for evidence reviews (2.1 & 7.1) and made amendments where required.				
6. AOB				

4.0.03 DOC Cmte minutes

Hilary Eadon, Guideline Lead discussed safeguarding, independent advocates and asked for volunteers for the Claromentis training.

The Chair confirmed the next meeting will be held at Broadway House. The meeting closed at 5pm.

Date of next meeting: 22nd September 2020

Location of next meeting: Virtual via Zoom