

NICE Collaborating Centre for Social Care

**Social care of older people with multiple long-term conditions
Guideline Development Group meeting 6
Monday 8th September 2014, 10.30am – 3.30pm
SCIE Offices, Shared Meeting Space, 206 Marylebone Rd, London NW1 6AQ**

Minutes

Guideline Development Group Members	
Name	Role
Bernard Walker (BW)	GDG Chair
Beth Britton (BBr)	Carer
Ann MacFarlane (AM)	Service user
Diana Robinson (DRo)	Service user and carer
Gillian Crosby (GC)	Researcher
Chris Wood (CW)	Researcher
Janet Reynolds (JR)	Social Worker
Philippa Thompson (PTh)	Home care provider
Belinda Black (BBI)	Care home provider
Jeremiah Kelleher (JK)	Local authority manager
Lelly Oboh (LO)	Consultant Pharmacist

The NCCSC is a collaboration led by SCIE



Other invitees		
Name	Role	Organisation
Beth Anderson (BA)	Senior Lead	NCCSC (SCIE)
Palida Teelucknavan (PTe)	Project Manager	NCCSC (SCIE)
Deborah Rutter (DRu)	Lead Systematic Reviewer	NCCSC (SCIE)
Marija Trachtenberg (MT)	Economist	NCCSC (PSSRU)
Jane Silvester (JS)	Associate Director	NICE

Apologies	
Name	Organisation
Kevin Minier (KM)	GDG member (Carer)
Deborah Read (DRe)	GDG member (Social Worker)
Maggie Winchcombe (MW)	GDG member (Occupational Therapist)
Karin Tancock (KT)	GDG member (Occupational Therapist)
Isabel Quilter (IQ)	NCCSC
Naila Dracup (ND)	NCCSC
Carol Vigurs (CV)	NCCSC

No	Agenda Item	Minutes	Action/Owner
1.	Welcome, apologies & DOIs	<p>BW welcomed attendees to the sixth GDG meeting and the apologies were noted as above.</p> <p>The following GDG member declared new interests:</p> <p>JR – now works part-time with Bradford University and also with a voluntary organisation supporting services with direct payments.</p> <p><i>See Appendix A for a full list of registered interests.</i></p>	
2.	Minutes and matters arising	<p>BW reminded the GDG that the perspectives of service users (presented by AM) is a standing item on the agenda and that papers/presentations for this also needs to be circulated along with other meeting papers.</p> <p>BA informed the GDG that the draft recommendations for social isolation</p>	Action 1: NCC to ensure that perspectives of service users is a standing item on every agenda and that papers/presentations for this item are also circulated in advance of the

		<p>will not be discussed/presented at this meeting but the review team will circulate these to the GDG in due course.</p> <p>PTe will re-circulate the TLAP Jargon Buster to the GDG.</p>	<p>meeting.</p> <p>Action 2: PTe to re-circulate TLAP Jargon Buster.</p>
3.	<p>Guideline development: The story so far</p>	<p>BA presented an overview of the work so far and upcoming work.</p> <p>After the last meeting, the review team discussed options for gathering additional evidence for social isolation and it was concluded that a call for evidence would not be the best solution. Instead, expert witnesses will be invited to GDG meetings.</p> <p>It was agreed that expert witnesses would be invited to the meeting to provide further information and insight on the following areas:</p> <ul style="list-style-type: none"> • Care homes linking to community • Innovative activities related to preventative support <p>PTe will liaise with key organisations nominated by GDG members in the previous meeting.</p> <p>The GDG also agreed that additional evidence should be sought via expert witness testimonies for direct payments.</p> <p>The GDG discussed a number of possible experts to invite and agreed to prioritise representatives from two of the following organisations for this:</p> <ul style="list-style-type: none"> • National Care Forum • Older People’s Advocacy Alliance <p>The GDG suggested that there should be 2 speakers on this topic, given its complexity, to provide different perspectives.</p>	<p>Action 3: BA to contact organisations for an expert witness on direct payments.</p>
4.	<p>Evidence review: Service delivery (Q 2.1.2)</p>	<p>The GDG reviewed the evidence for Service Delivery and recommended some further research papers that could be useful. Practice evidence is also especially beneficial and should be reviewed.</p> <p>It is also important to search for a range of job roles and titles as these differ in each organisation and work setting.</p> <p>The review team will discuss these ideas further with NICE to see how</p>	<p>Action 4: JS to discuss with NICE colleagues whether there are other options for obtaining practice examples.</p>

		<p>they can be incorporated into the evidence.</p> <p>The GDG were then divided into 3 groups to draft some recommendations on the review question.</p>	
5.	Service user views	<p>AM showed a video clip on advocacy services for older people and also presented some useful information on the Care Act. The GDG then discussed the film.</p>	
5.	Economics work	<p>MT presented detailed information on the economic studies reviewed so far, specifically describing:</p> <ul style="list-style-type: none"> • Overview of interventions • Key points and making recommendations • Results of economic evaluations <p>The GDG discussed the findings reported.</p> <p>MT noted that evidence statements and narrative summaries will be presented at GDG7.</p>	
6.	Brief introduction to self-management support (Q2.1.5)	<p>The evidence on Self-management Support will be presented at the next GDG meeting but, given the need to focus this potentially very broad topic, the review team agreed that it would be useful to gain some feedback from the GDG on highest priority issues.</p> <p>A key issue discussed was self-management of medicines. JS informed the group that there will be a NICE Health and Social Care guideline on the management of medicines in community settings so this could be covered in more detail here.</p>	Action 5: Review team to look at the evidence on self-management of medicines.
7.	AOB	<p>BBI sent apologies for the GDG meeting in December.</p>	

Appendix A: Register of interests

Name	Personal pecuniary interest	Personal family interest	Non-personal pecuniary interest	Personal non-pecuniary interest
Philippa Thompson	None	None	None	Member of the English steering committee of the Campaign for a Fair Society – campaigning for a fair approach to welfare provision for disabled people.
Ann McFarlane	None	None	<p>Work for: Care Quality Commission on work commissioned by Age UK Trustee at SCIE Ad hoc, usually one-day assignments, often for non-payment, only travel expenses, with NHS, DoH.</p> <p>At local level in Kingston upon Thames, Patron of Kingston Centre for Independent Living: ex officio on Board, Health Watch – Member, Kingston at Home: RBK Older Peoples' Reference Group member, People at Risk Group – interim Chair: service user group that reports to Kingston's Adult Safeguarding Partnership Board, Better Services Better Value: Member for South West Commissioning Group.</p>	None

Diana Robinson	Has a small shareholding in Reckitt Benckiser (yields less than £1,000 pa) PPI work - the following may pay expenses and/or honorarium for meetings, workshops or conference attendance; and for reviewing research proposals. National Institute for Health Research. PGfAR funding panel (replaces RfPB panel, ended Sept '13) - from June 14. Occasional lay peer reviews. National Cancer Research Institute. National Cancer Intelligence Network, NICE UK DUETs Steering Group. Health Research Authority, University of Leeds (IMPACCT study); Leeds Clinical Research Facility Executive (from Feb 14); CQC; NHS England; Health Quality Improvement Partnership - Service User Network. Cancer Research UK (Research Coach from June 2014); Royal College of Radiologists Academic Committee and Lay Network (from September 2014)	Sister-in-law works for UCL in Credit Control Section	None	None
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Bernard Walker	Occasional consultancy work for local authorities and other bodies in the social care field. Associate Research in Practice for Adults Provide advice to HSA Global (Health Care Consultancy) on integration of Local Government with NHS.	None	Chair Adults Faculty. The College of Social Work	None
Beth Britton	<p>Freelance consultant on LD/Dementia and Ageing - MacIntyre.</p> <p>In the last 12 months: I have been part of events or done work for: UK Gov G8 Dementia Summit, NHS IQ (Commitment for Carers), NCPC (Dementia and EOL), Guideposts Trust (Dementia Awareness), Age UK Brent (Dementia and Ageing), Crossroads Care, Sensory Plus, Gracewell Healthcare, Swan Advocacy (Dementia and Advocacy), NHS/BMA 'Timely Diagnosis of Dementia', GB Care Shows, Care Show Bournemouth.</p> <p>Part of events or done work for: GE Healthcare, NHS Expo, CQC and RCPSY MSNAP (Memory Service Peer Review).</p> <p>Since my last DOI of 30/4/14, I have been part of events or done work for: Local Gov Digital Dept, Bucks New University, RCN, RCGP, Age</p>	None	None	<p>Member of: Dementia Post Diagnosis Support Working Group (Dept of Health), Dementia Friends - Dementia Friends Champion, CQC - Member Adult Social Care Co-Production Group, DAA - Member of the DAA and support the CC2A, BRACE - Ambassador, Alzheimer's Society - Volunteer. Member of: PHE National Mental Health Intelligence Network Dementia Expert Reference Group. PHE MHDNIN Programme Board</p>

	UK and Carewatch. Health+Care, PHE, Care England.			
Kevin Minier	None	None	None	None
Gillian Crosby	None	None	None	None
Belinda Black	None	None	None	None
Deborah Read	None	None	None	None
Karin Tancock	Works part time (17.5 hours) for the College of Occupational Therapists as the Professional Affairs Officer for Older People. Responsibilities include: providing advice and information to members to support best practice and highlighting service innovation. Mapping and keeping up to date with national policy and legislation and communicating this to members through briefings and other protects. Coordinating responses to government consultations. Ensuring COT and member participation at key influencing events related to older people. Developing and maintaining professional networks with key organisations and government departments	None	None	None
Kim Curry	None	None	None	None
Jeremiah Kelleher	None	None	None	None
Lelly Oboh	None	None	None	None
Maggie Winchombe	None	None	None	None

Chris Wood	None	None	Works at Action on Hearing (formerly RNID) as a Senior Research and Policy Officer, and hence receive a salary from them. Action on Hearing Loss is a voluntary sector provider of care services and a campaigning organisation for people with hearing loss.	None
Janet Reynolds	Works part-time with Bradford University and also with a voluntary organisation supporting services with direct payments.	None	None	None
Ann Workman	None	None	None	None