

Adrenal Insufficiency Committee meeting 11

Date: 12 July 2023

Location: Virtual meeting

Minutes: Final

Committee members present:	
Benjamin Ellis (BE) (Chair)	Present for items 1 - 8
Helen Simpson (HS) (Topic Advisor)	Present for items 1 – part of 7
Aled Rees (AR) (Cooptee)	Present for items 1 - 8
Anh Tran (AT)	Present for items 1 - 8
Callum Brown (CB) (Cooptee)	Present for items 1 - 5
Chloe Mezzetti (CM)	Present for items 1 - 8
Colin Omorodion (CO)	Present for items 1 - 8
Geraint Morris (GM)	Present for items 1 - 8
Kate Davies (KD)	Present for items 1 - 8
Kate Owen (KO)	Present for items 1 - 8
Kaz Williams (KW)	Present for items 1 - 8
Lisa Shepherd (LS)	Present for items 1 - 8
Nabil Boulos (NB)	Present for items 1 – part of 7
Ranna El Khairi (RK)	Present for items 1 - 8
Sally Caruthers (SC) (Cooptee)	Present for items 1 - 8
Sally Tollerfield (ST)	Present for items 1 – part of 7
Simon Pearce (SP)	Present for items 1 – part of 7

In attendance:		
Alexandra Bonnon (AB)	Health economist	Present for items 1 - 8
Catrina Charlton (CC)	Out-going Guideline Commissioning Manager	Present for items 1 - 4
Rupert Franklin (RF)	In-coming Guideline Commissioning Manager	Present for items 1 - 8
Madeline Zucker	Technical Analyst	Present for items 1 - 8
Rebecca Boucher	Senior Editor	Present for items 1 – part of 7
Saoussen Ftouh (SF)	Senior Research Fellow	Present for items 1 - 8
Sharon Swain (SS)	Guideline Lead	Present for items 1 - 8
Stephen Deed (SD)	Information Specialist	Present for items 1 - 8
Susie Panek (SP)	Resource Impact Team	Present for items 1 - 5
Tamara Diaz (TD)	Project Manager	Present for items 1 - 8

Apologies:	
Philip Newland-Jones (PNJ)	
Emma Beecroft (EB) (Cooptee)	

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the eleventh meeting on the Adrenal Insufficiency guideline. Apologies are noted above.

The Chair outlined the objectives of the meeting, which included presentation of the results of the evidence reviews on:

- Ongoing care and monitoring of people with adrenal insufficiency.
- Ongoing care and monitoring of people with adrenal insufficiency who are receiving end of life care

2. Confirmation of matter under discussion, and declarations of interest

New declarations made by committee members on meeting day are listed below.

Name	Declaration	Classification	Action
Callum Brown	Recently accepted paramedic role within a new organisation.	Direct Financial	Declare and participate.

The Chair and a senior member of the Developer’s team noted that the declared interests noted above, and the interests noted on the circulated register didn’t prevent committee members from fully participating in discussions on the evidence review. However, as the recommendations on previous reviews would be discussed during the day, committee members were reminded to withdraw from discussions for the areas for which they are conflicted, as follows:

- HS, AR, SP and EB to withdraw from discussions related to emergency care (dental care)
- ST, HS, SP and NB to withdraw from discussions related to emergency management and physiological stress (NB and ST paediatric care) (HS and SP adult care).

3. Confirmation of minutes

Minutes of guideline committee meetings 10 were confirmed as accurate.

4. Guideline Commissioning Manager Announcement

CC addressed the committee and advised that she would be moving on to other guideline development work. The group was thanked for their contribution to the process and heard that the new Commissioning Manager RF, would join the day’s

meeting.

5. Evidence review: What ongoing care and monitoring should be offered to people with adrenal insufficiency?

The clinical and economic evidence for the above question was summarised and recommendations drafted by the group.

6. Evidence review: What ongoing care and monitoring should be offered to people with adrenal insufficiency who are receiving end of life care?

The clinical and economic evidence for the above question was summarised and recommendations drafted by the group.

7. Draft Recommendations:

Edits to the draft recommendations by the Editor were reviewed by the committee for the following areas:

- Pharmacological management of physiological stress
- Steroid tapering

The draft recommendations on emergency management will be reviewed at a later meeting.

8. Any other business

None. There being no further business the meeting ended at 4:00 p.m.

Date of next meeting: GC12, 30 August 2023.

Location of next meeting: Virtual meeting