

Adrenal Insufficiency Committee meeting 8

Date: 16 March 2023

Location: Virtual meeting

Minutes: Final

Committee members present:	
Philip Newland-Jones (PNJ) (Interim Chair)	Present for items 1 – 5
Helen Simpson (HS) (Topic Advisor)	Present for items 1 – 5
Anh Tran (AT)	Present for items 1 – 5
Kate Davies (KD)	Present for items 1 – 5
Kaz Williams (KW)	Present for items 1 – 5
Lisa Shepherd (LS)	Present for items 3 – 5
Nabil Boulos (NB)	Present for items 3 – 5
Ranna El Khairi (RK)	Present for items 1 – 5
Sally Tollerfield (ST)	Present for items 1 – 5
Simon Pearce (SP)	Present for items 1 – 5

In attendance:		
Alexandra Bonnon (AB)	Health economist	Present for items 1 – 5
Catrina Charlton (CC)	Guideline Commissioning Manager	Present for items 1 – 4
Rebecca Boucher	Senior Editor	Present for items 3 – 5
Saoussen Ftouh (SF)	Senior Research Fellow	Present for items 1 – 5
Sharon Swain (SS)	Guideline Lead	Present for items 1 – 5
Tamara Diaz (TD)	Project Manager	Present for items 1 – 5

Apologies:	
Chloe Mezzetti (CM)	
Colin Omorodion (CO)	
Kate Owen (KO)	
Benjamin Ellis (BE)	
Stephen Deed (SD)	

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the eighth meeting on the Adrenal Insufficiency guideline. In the absence of the Guideline Chair, Philip Newland Jones hosted the day's meeting. Apologies are noted above.

The Chair outlined the objectives of the meeting, which included the group's review of the protocols for the following topics:

- Non-specialist Initial investigations for people with suspected adrenal insufficiency.
- Referral of people with suspected adrenal insufficiency for further investigation.
- When adrenal crisis should be suspected.

Draft recommendations on the routine management of adrenal insufficiency were reviewed by the group.

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

No new declarations were made by committee members on meeting day and interests noted on the circulated register did not prevent attendees from participating in the day's meeting.

3. Draft protocols:

The committee discussed the following review questions. Discussions were led by SF:

- 2.3 What initial investigations should be done by the non-specialist for people with suspected adrenal insufficiency?
- 2.4 When should people with suspected adrenal insufficiency be referred to specialists for further investigation?
- 4.3 When should adrenal crisis be suspected?

4. Review of recommendations:

Recommendations drafted on the routine management of adrenal insufficiency, were reviewed by the committee. Discussions were led by the interim Chair.

5. Any other business

None.

Date of next meeting: GC9: 10 May 2023

Location of next meeting: Virtual meeting