

NICE Collaborating Centre for Social Care

**Transition from children's to adult services
Guideline Committee meeting 12
Thursday 5th November 2015
10.30am – 4.30pm
SCIE Offices**

Guideline Committee Minutes

Guideline Committee Members	
Name	Role
Bryony Beresford (BB)	Topic Adviser
Caroline Bennett (CB)	Transition Lead
Carrie Wilson (CW)	Care Leaver and Carer
Charlotte Gatherer (CG)	Service user/carer
Clare Lamb (CL)	Child and Adolescent Psychiatrist
Debbie Kinsella (DK)	Transition Lead
Eugenia Lee (EL)	Clinical Commissioner & GP
Helena Gleeson (HG)	Consultant Endocrinologist
Julie Turner (JT)	Social Worker
Kathie Drinan (KD)	Physiotherapist
Philippa Williams (PW)	Carer
Swaran Singh (SS)	GC Chair

The NCCSC is a collaboration led by SCIE



Other invitees		
Name	Role	Organisation
Amanda Edwards (AE)	Director	NCCSC (SCIE)
Beth Anderson (BA)	Senior Lead	NCCSC (SCIE)
Palida Teelucknavan (PT)	Project Manager	NCCSC (SCIE)
Marija Trachtenberg (MT)	NCCSC	NCCSC (PSSRU)
Joanna Lenham (JL)	Practice Development Manager	NCCSC (SCIE)
Jane Silvester (JS)	Associate Director	NICE
Ian Mather (IM)	Costings Lead	NICE
Leonie Gregson (LG)	Editor	NICE
Abi Jones (AJ)	NICE Scholar (observer)	NICE

Apologies	
Name	Role
Theresa Culverwell (TC)	Carer
Alun Williams (AW)	Paediatrician
Thines Ganeshamoorthy (TG)	Service User
Nadira Sharif (NS)	NCCSC (SCIE)

No	Agenda Item	Minutes	Action/Owner
1.	Welcome, introductions and potential conflicts of interest	<p>SS introduced the meeting and thanked everyone for all their hard work on the guideline. AE also thanked the GC and the NCCSC team with special thanks to Isabel Quilter (Research Assistance) who reviewed all of the consultation comments.</p> <p>JS announced that NICE have agreed to include the audience in the recommendations as requested by the NCCSC.</p> <p>There were no new declared interests and no conflicts of interests.</p>	
2.	Minutes and matters arising	<p>There were no changes to the minutes of the last meeting. All actions were completed and the minutes were accepted as true record of the meeting.</p>	
3.	Cost impact	<p>IM from NICE presented the Resource Impact Assessment products that NICE will produce alongside the guideline.</p>	
4.	Review recommendations in light of stakeholder comments & update searches	<p>The NCCSC conducted an update search to check for new evidence and the results were presented in the summary paper. There was no new significant evidence and the recommendations remain the same.</p> <p>The GC then reviewed all the recommendations in light of the stakeholder comments and suggested some further changes. The NCCSC will make the changes and circulate an updated version to the GC prior to submitting the final version to NICE.</p>	Action 1: NCCSC to make changes to recommendations as requested by the GC and circulate updated version.
5.	Implementation – views of stakeholders and GC. Key issues from the D&I log and consultation responses (needs assessment) and consideration of support plan ideas and options	<p>The GC agreed on four priority areas that are important for implementing the guideline. The priority areas will be featured in the Implementation section of the published guideline.</p> <p>JL will draft the Implementation section and will circulate it to the GC for final approval.</p> <p>The NCCSC will then produce a support plan and a needs assessment for the implementation work which will commence after publication of the guideline. JL would like GC members to be part of this work and will ask for volunteers via email.</p>	Action 2: GC members to email JL if they would like to take part in the Implementation work.

6.	AOB & next steps	IM will circulate the cost impact information to GC members for feedback. BA and SS will work on revising the wording of the recommendations for the final guideline.	
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