

Oral health for adults in care homes Committee meeting

Date: 20/05/2015

Location: Broadway House, Tothill Street, London SW1H 9NQ

Minutes: Final

Committee members present:		
Paul Lincoln (Chair)		(Present for items 1 – 9)
Ruth Hall		(Present for items 1 – 9)
Jane Royle		(Present for items 1 – 6)
Ann Williams		(Present for items 1 – 9)
Joanne Charlesworth (Topic member)		(Present for items 1 – 9)
Pepetua Chisenga (Topic member)		(Present for items 1 – 9)
Michael Donaldson (Topic member)		(Present for items 1 – 7)
Sabrina Fuller (Topic member)		(Present for items 1 – 9)
Elizabeth Kay (Topic member)		(Present for items 1 – 9)
Sheila Welsh (Topic member)		(Present for items 1 – 9)
Victoria Elliott (Coopted member)		(Present for items 1 – 9)

In attendance:		
Simon Ellis	Associate Director, NICE	(Present for items 1 – 5)
Linda Sheppard	Analyst, NICE	(Present for items 1 – 9)
Tracey Shield	Analyst, NICE	(Present for items 1 – 9)
Claire McLeod	Analyst, NICE	(Present for items 1 – 9)
Clare Wohlgemuth	Analyst, NICE	(Present for items 1 – 9)
Lesley Owen	Health Economist, NICE	(Present for items 1 – 5)
Victoria Axe	Project Manager, NICE	(Present for items 1 – 9)
Andrew Cleves	Senior Researcher CEDAR	(Present for items 1 - 7)
Dr Helen Morgan	Information specialist/systematic	(Present for items 1 - 7)

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	reviewer, CEDAR	
Prof Deborah Fitzsimmons-Warm	Economic expertise, CEDAR	(Present for items 1 - 7)
Dr Mari Jones	Statistical Modeller, CEDAR	(By telephone for item 4 – 5)
Dr Alison Weightman	Director, SURE	(Present for items 1 - 9)
Ilona Johnson	Clinical Adviser, SURE	(Present for items 1 - 9)

Observers:

Irma Klerings	(Present for notes 1 – 9)
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Apologies:

Ralph Bagge	(Vice Chair) Core Committee member
Matthew Taylor	Core Committee member
Jeremy Wight	Core Committee member

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the third meeting on Oral health for adults in care homes. The Chair gave special welcome to Ann Williams as a new core member and Victoria Elliot as a coopted topic member. The Committee members and attendees introduced themselves. The Chair noted that the Centre for Public Health and Social Care at NICE is currently recruiting for core PHAC members.

The Chair welcomed the members of the public to the meeting. The members of the public had been briefed already, both verbally and in writing by the NICE team, and the Chair reminded them of the protocol for members of the public, whose role is to observe (they should not speak or ask questions). No filming or recording of the meeting is permitted. The Chair reminded all present that the Committee is independent and advisory, that its decisions and recommendations to NICE do not represent final NICE guidance, and that they may be changed as a result of public consultation.

The Chair informed the Committee that apologies had been received. These are noted above.

The Chair outlined the objectives of the meeting, which included:

- receiving an update on the progress with the economic analyses

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- discussing the findings of the evidence review 3 (barriers and facilitators)
- developing draft recommendations, considerations and research recommendations

Introductions

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

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was approaches to promoting and protecting oral health and ensuring access to dental treatment for adults in nursing and residential care homes.

The Chair asked everyone to verbally declare any interests that have arisen since the last meeting.

Name	Job title, organisation	Declarations of Interest, date declared	Type of interest	Decision taken
Sheila Walsh	Senior Public Health Research Officer, NHS Ayrshire & Arran	Collaborator on grant application to Carnegie Research Trust for Cochrane review into health champions in care homes (non-personal, financial, non-specific – rejected 12/5/15 Applied for co funding for care home champions project. The funding failed but the project will be going ahead. 20/05/15	Not specified by member	Declare and participate
Victoria Elliot	Cooptee	Nil 23/03/15		Declare and participate
Ilona Johnson	Clinical Adviser, SURE	Consultant in dental public health for Cardiff Vale Health	Not specified by contractor	Declare and participate

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		Board, advising on oral health issues		
Ilona Johnson	Clinical Adviser, SURE	Member of BASCP, the British society of gerodontology and the British society of disability and oral health	Not specified by contractor	Declare and participate
Ilona Johnson	Clinical Adviser, SURE	Involved in the British society of gerodontology guidelines and have been involve in British society of disability and oral health guidelines for oral health	Not specified by contractor	Declare and participate
Ilona Johnson	Clinical Adviser, SURE	Has undertaken research for oral health in hospitals.	Not specified by contractor	Declare and participate
Ilona Johnson	Clinical Adviser, SURE	Has undertaken analysis/published work for the care home surveys in Wales with the welsh oral health information unit	Not specified by contractor	Declare and participate
Helen Morgan	Information specialist/systematic reviewer, CEDAR	None	Not specified by contractor	Declare and participate
Mari Jones	Modeller, SURE	None	Not specified by contractor	Declare and participate
Ann Williams	Commissioning and Contract Manager, Liverpool City Council	Works as a Contract and Commissioning Manager for Liverpool City Council Adult Social Services. Lay member of Food Standards Agency Social Science Research Committee	Not specified by contractor	Declare and participate

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		Lay member of the Liverpool Central Medical Research Ethics Committee		
<p>The Chair and a senior member of the Developer's team noted that the interests declared did not prevent the attendees from fully participating in the meeting.</p>				
3. Minutes of last meeting				
<p>The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. The Committee suggested the following changes:</p> <ul style="list-style-type: none">• On page 3 it was noted that one of the member's surname was spelt incorrectly. This will be amended in the minutes prior to publication. <p>The Chair confirmed that all matters arising had been completed or were in hand.</p>				
4. Presentations				
<p>The Chair introduced Andrew Cleves from CEDAR, who gave a presentation on Oral health for adults in care homes: update on economic analyses (i.e. work in progress).</p> <p>Dr. Mari Jones, Statistical Modeller (CEDAR) joined the meeting via teleconference</p> <p>The Committee discussed the issues and the Chair thanked CEDAR for their presentation.</p> <p>The Chair introduced Ilona Jonson from SURE, who gave a presentation on the draft review relating to barriers and facilitators to approaches for adult nursing and residential care homes on promoting oral health, preventing dental health problems and ensuring access to dental treatment.</p> <p>The Committee discussed the issues and the Chair thanked SURE for their presentation.</p> <p>The Committee thanked Andrew and Ilona for their presentations and contribution to the development of the guideline.</p>				
5. Questions and discussion				
<p>The Committee discussed the evidence reviews that had been presented and were given the opportunity to ask questions.</p> <p>The Committee were informed that there is still time to hear expert testimony which</p>				

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will help to fill any gaps there may be in the evidence.

6. Drafting recommendations and considerations

The Committee drafted recommendations and considerations based on the evidence presented.

Action: The NICE team will circulate a version of the oral health care assessment tool once copyright issues have been determined.

7. Drafting research recommendations

The committee gave some thought to drafting research recommendations.

8. Summary of the day and next steps

Linda Sheppard (LS) summarised the discussions from the day and reported on action points from the last meeting.

LS updated the committee on expert testimony to bridge gaps in the evidence for oral health in care homes. LS confirmed there will be a presentation to the PHAC about NHS Commissioning on 24th June.

It was noted that no response has been received from approaches made to organisations to bridge the evidence gap about oral health and disability.

Action: Prompted by the NICE team, committee members will send suggestions to the NICE team before meeting on 24th June.

The next meeting will take place on 24th June followed by a two day meeting in September. It was noted that all of the reviews discussed today will be placed on the NICE website during the consultation for the draft guideline from 10th November until 22nd December 2015.

The Chair thanked the committee for their contribution to draft recommendations and thanked the review teams for their hard work.

9. Any other business

There was no other business.

Date of next meeting: 24/06/2015

Location of next meeting: NICE Office, Manchester