

## Oral health for adults in care homes Cmte minutes 1/3/16 & 2/3/16

### Oral health for adults in care homes Committee meeting

**Date:** 1/3/2016 & 2/3/2016

**Location:** NICE Manchester office, Level 1A, City Tower, Piccadilly Plaza  
Manchester M1 4BT

**Minutes:** Final

<b>Committee members present:</b>	
Paul Lincoln (Chair)	(Present for items 1 – 13)
Ralph Bagge	(Present for items 1 – 13)
Obaghe Edeghere	(Present for items 1 – 13)
Matthew Taylor	(Present for items 1 – 5, 7 – 13)
Ann Williams	(Present for items 1 – 13)
Joanne Charlesworth (topic expert member)	(Present for items 1 – 13)
Michael Donaldson (topic expert member)	(Present for items 1 – 13)
Elizabeth Kay (topic expert member)	(Present for items 1 – 11)
Sheila Welsh (topic expert member)	(Present for items 1 – 13)
Victoria Elliot (coopted topic expert member)	(Present for items 2 – 13)

<b>In attendance:</b>		
Rachel Kettle	Technical Lead, NICE	(Present for items 1 – 10)
Linda Sheppard	Senior Technical Analyst, NICE	(Present for items 1 – 13)
Denise Jarrett	Assistant Project Manager, NICE	(Present for items 1 – 13)
Ian Mather	Business Analyst, NICE	(Present for items 7 – 10)
Lesley Owen	Economic Technical Advisor, NICE	(Present for items 7 – 10)
Beth Shaw	Associate Director, NICE	(Present for item 9)

<b>Apologies:</b>	
Sabrina Fuller	Topic expert member

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Pepetua Chisenga

Topic expert member

### 1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 7<sup>th</sup> and 8<sup>th</sup> meetings on Oral health for adults in care homes. The Committee members and attendees introduced themselves.

No members of the public asked to observe the meeting.

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

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

- To consider the stakeholder comments on the draft guideline
- Discuss potential revisions and finalise the guideline

### 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.

There were no declarations made.

### 3. Minutes of last meeting

The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. The Committee agreed that the minutes were a true and accurate account of the meeting.

The Chair confirmed that all matters arising had been completed or were in hand.

### 4. Presentation

Linda Sheppard, Senior Technical Analyst, NICE gave a presentation to provide an overview on stakeholder comments from the draft guideline consultation. This included: which organisations commented; an overview of their comments and the implications of the comments on the draft guideline.

The Committee agreed an approach to be followed throughout the meeting to revise

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and finalise the content of the guideline.

### **5. Revising the recommendations**

The Committee reviewed the draft recommendations giving consideration to the comments received from stakeholders during draft guideline consultation.

Elizabeth Kay and Matthew Taylor did not participate during discussions on the use of xylitol chewing gum due to a previously declared conflicts of interest.

### **6. Any other business**

There were no additional matters arising. The Chair thanked the group for their work and closed the first day of the meeting.

## **Day 2**

### **7. Welcome and objectives for the meeting**

The Chair welcomed the group to the second day of the meeting.

### **8. Revising the committee discussion section of the guideline**

The committee continued to review the recommendations.

### **9. Presentations**

The Chair introduced Ian Mather, Business Analyst, NICE, NICE who presented and led discussion on the resource impact elements of the guideline.

The Committee discussed the issues presented and the Chair thanked Ian for his presentation.

The Chair introduced Lesley Owen, NICE, who presented and led discussion on the comments received from stakeholders during the consultation specifically concerning the economic analysis and value for money.

The Committee discussed the issues presented and the Chair thanked Lesley for her presentation.

The Chair introduced Beth Shaw, NICE, who presented and led discussion on the

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process for updating the guideline in the future.

The Committee discussed the issues presented and the Chair thanked Beth for her presentation.

### **10. Revising the committee discussion section of the guideline**

The committee reviewed this section of the draft guideline giving consideration to the comments received from stakeholders during the draft guideline consultation

### **11. Revising the research recommendations**

The committee revised the recommendations on areas for future research.

### **12. Next steps**

Denise Jarrett outlined the next steps in the guideline development process

### **13. Any other business**

There were no additional matters arising. The Chair thanked the group for their work and closed the meeting.