

NICE Collaborating Centre for Social Care

**Transition between inpatient mental health settings and community or care home settings
Guideline Committee meeting 11
8th December 2015 10.30 -1600 SCIE Offices, Kinnaird House, 1 Pall Mall East SW1Y 5BP
*Minutes and working notes***

Guideline Committee Members	
Name	Role
Manjiri Lele (ML)	Consultant child and adolescent psychiatrist, West London MH NHS Trust
Rebecca Harrington (RH)	GC Chair
Sarah Matthews (SM)	Topic Adviser
Kate King (KK)	Person using services
Shannon O'Neill (SN)	Person using services
Virginia Beacham (VB)	Head of Training, Choice Care Group
Mary Birken (MB)	Research Fellow in Occupational Therapy, Plymouth University
Jane Clark (JC)	Consultant Occupational Therapist, Birmingham and Solihull, Mental Health Foundation Trust
Anna Stratford (AS)	Director, Recovery Partners Independent Practice Educator
Helen Van Ristell	Clinical Implementation Manager, Together for Mental Wellbeing
Shawn Mitchell (SM)	Consultant Psychiatrist, St Andrew's Healthcare
Karen Morse (KM)	Head of Area, London and South East, Skills for Care
Sandra Bilsborrow (SB)	Carer
Dawn Talbot (DT)	Carer

The NCCSC is a collaboration led by SCIE



Other attendees

Name	Role	Organisation
Carolyn Denne (CD)	Senior Lead	NCCSC
Amanda Edwards (AE)	NCCSC Director	NCCSC
Lisa Boardman (LB)	Project Manager and minutes	NCCSC
Deborah Rutter (DR)	Lead systematic reviewer	NCCSC
Nadira Sharif (NS)	Systematic reviewer	NCCSC
Marija Trachtenberg (MT)	Economist	NCCSC (PSSRU)
Sarah Lester (SL)	Research Assistant	NCCSC (EPPI)
Leonie Gregson (LG)	NICE Editor	NICE
Justine Karpusheff (JK)	NICE Programme Manager	NICE
Sarah Richards (SR)	NICE Economist	NICE

Apologies

Name	Organisation
Anthony Gildea (AG)	NICE Project Manager
Peter O'Neill (P O'N)	NICE Technical Analyst

No	Agenda Item	Minutes	Action/Owner
1.	Welcome, apologies and potential conflicts of interest	<p>RH welcomed members to the 11th Guideline Committee for this topic. Apologies had been received from Anthony Gildea and Peter O'Neill.</p> <p>RH asked the GC and other attendees to introduce themselves and to say whether there were any changes to the register of interests and any particular conflicts of interest in relation to the agenda for the meeting today.</p> <p>Virginia Beacham has changed her job and the list of GC members would need updating before guideline consultation.</p> <p>There were no changes to the register of interests (<i>See Appendix A</i>) and no conflicts in relation to items on the agenda today.</p>	Action 1 : Update GC members list with any amended job titles before consultation.
2.	Minutes and matters arising from the last meetings	<p>The minutes of GC 9 and 10 Guideline Development Group meeting held on 27th and 28th October 2015 were agreed as an accurate record of the meeting.</p> <p>The minutes were reviewed for matters arising.</p> <p>All of the actions were completed.</p>	Action 2 : Leonie Gregson to work with some committee members on the public version of the short guideline.
3.	Aims of the day	<p>CD talked through the aims of the day and that this was the last time the committee would work together on the recommendations before consultation.</p> <p>CD thanked the group for the time and effort put in at the 2-day meeting in October where the committee worked in detail on the wording and order of the recommendations.</p> <p>The recommendations had then been submitted to NICE for further review by the editors and the social care team.</p> <p>Today is about working through comments received back from NICE and checking the guideline now covers all aspects of the scope adequately.</p>	
4.	Forward citation searching – agree new or amended	<p>SL introduced the results from the forward citation searching. Forward citation searching was conducted on all included papers.</p>	Action 3 : Rec 1.6.22 added to with regards

	recommendations	<p>The GC discussed new papers that had been found in relation to review area 6. Reducing Readmissions.</p> <p>As a result the GC agreed an amendment to one of the recommendations and to evidence statements.</p>	involvement of carers and new evidence statements added to support the rec.
5.	Economic analysis – peer support – agree new or amended recommendations	<p>MT talked through the revised set of economic evidence statements that had been circulated to the group.</p> <p>The GC agreed some changes to the recommendations as a result of the revisions.</p>	
6.	Research recommendations	<p>Nadira Sharif introduced this discussion and talked through the rationale for the four draft research recommendations in the paper.</p> <p>The GC discussed options for research questions and agreed the final set of research recommendations for the guideline.</p>	
7.	NICE feedback and full review of draft recommendations	<p>Deborah Rutter talked through main areas of NICE feedback on the recommendations. The following areas of feedback were covered and the GC worked through the guideline, making amendments to the recommendations and reflecting on edits made by the NICE editor.</p> <ul style="list-style-type: none"> • Structure and order of the recommendations. • Whether there were any new recommendations that could be made based on a further look at the evidence. • Areas where all aspects of the scope may not have been covered. <p>• Edit of all recommendations</p> <p>The draft set of recommendations were shown on the screen and the GC went through each of the NICE comments in turn. The amendments to wording were captured on screen, in tracked changes, on the POST GC11 version 101215 of the short guideline.</p>	
8.	Guideline	Kim Rutter introduced the session. The main aims of the session were to identify three main	Action: GC

	<p>section: Implementation: getting started – looking at the challenges and priorities</p>	<p>areas that the guideline committee believe will be the most challenging to implement when the guideline is published. Also to consider what are the benefits and potential impact of each area.</p> <p>KR asked the members to each send their three priority areas for implementation before the end of the week.</p>	<p>members to send up to three implementation priority areas to KR.</p> <p>Action: KR to share ideas for priority areas with GC members for feedback.</p>
9.	<p>Next steps and AOB</p>	<p>GC members were asked to forward any further thoughts they had about research recommendations to the NCC before the end of the week.</p>	<p>Action: GC members to forward any further thoughts about research recommendations to the NCC before the end of the week.</p>
	<p>Date of next GC</p>	<p>Thursday 12th May 2016, SCIE offices, Kinnaird House, 1 Pall Mall East, London SW1Y 5BP</p>	

Appendix A – Register of Interests

Name	Interest	Type of interest	Date declared
Virginia Beacham	None		27.10.15
Sandra Bilsborrow	None		27.10.15
Mary Birken	<p>Specific Personal non-financial interest:</p> <p>It is possible that I may author or co-author published papers or other documents that could be submitted as evidence during the period of membership of guidance development group.</p>		27.10.15
Jane Clark	None		27.10.15
Rebecca Harrington	Non-executive director of Barnet, Enfield and Haringey MH NHS Trust. Chair of The Maya Centre, counselling charity. Partner is academic psychiatrist with research interests in this area. All non-financial		27.10.15
Catherine King	I am a member of Mind and receive treatment through Cambridge and Peterborough Trust. As far as I know, there are no conflicts of interest.		27.10.15
Sarah Matthews	None		27.10.15
Shawn Mitchell	No conflicts		27.10.15
Karen Morse	Member of staff, Skills for Care. No conflicts		27.10.15
Shannon O'Neill	Nothing to be declared		27.10.15
Helen Van Ristell	None		27.10.15
Anna Stratford	<p>Current Employment (paid):</p> <p><u>Director – Recovery Partners</u></p> <p>We provide a not for profit user- led peer support service for people with mental health</p>		27.10.15

	<p>issues across East Sussex.</p> <p><u>Associate Tutor – Sussex University</u></p> <p>I have been a part time tutor at Sussex since October 2007</p> <p><u>Independent Practice Educator</u></p> <p>From Jan – June last 2013, I had students on placement at Off the Fence, Brighton Housing Trust and Riverside English Churches Housing Group – all in Brighton and Hove, East Sussex. I currently have a student on placement with the Crisis Resolution and Home Treatment Team, Hove, Sussex Partnership NHS Foundation Trust.</p> <p><u>Respite Foster Carer</u></p> <p>Brighton and Hove City Council.</p> <p><u>Professional Affiliations</u></p> <p>Registered with the HCPC (Health and Care Professional Council) as a Social Worker Associate Fellow of the Higher Education Academy since 2012. Member of the College of Social Work.</p> <p><u>Off the Fence</u></p> <p>Involved with this organisation but does not feels it constituents a conflict.</p>		
Dawn Talbot	None		27.10.15
Manjiri Lele	None		29.09.15