

**Minutes:** Confirmed

**Guideline Development Group Meeting 16      Service Delivery and Organisation for Acute Medical Emergencies**

**Date and time:** 29 June 2016, 1000-1600

**Place:** Boardroom, National Clinical Guideline Centre, 180 Great Portland Street, London W1W5QZ

**Present:** Julian Bion, Chair and Professor of Intensive Care Medicine, Birmingham University, and Consultant in Intensive Care Medicine at Queen Elizabeth Hospital, Birmingham (Chair)  
Philip Dyer, Deputy Chair and Consultant in Diabetes and Endocrinology, Diabetes Centre Heart of England NHS Foundation Trust  
Nerys Conway, Trainee in Acute Internal Medicine, Bristol Royal Infirmary, Bristol  
Christopher Dykes, Out of hours GP, Bristol  
Jeremy Henning, Consultant in anaesthesia and critical care, British Army, James Cook University Hospital Middlesbrough and Defence Lecturer in Critical care, Royal College of Defence Medicine/Royal College of Anaesthetists  
Marcus Hughes, Consultant psychiatrist, Department of Liaison psychiatry, St George's hospital, London  
Jason Kendall, Consultant in Emergency Medicine, Emergency Department, North Bristol NHS Trust  
Sue Palmer, Clinical Lead Hospital at Home Team, Oxford Health Foundation Trust  
Debra Quantrill, Patient Member, Twickenham  
Timothy Edwards, Consultant paramedic, London Ambulance Service NHS Trust, and Emeritus Flight Paramedic, London Air Ambulance Royal London Hospital  
Anna Edwards, Patient Member, Kent (AM only)  
Mike Jones, Consultant in Acute Medicine, County Durham and Darlington Foundation Trust, and Senior Lecturer, University of Durham  
Daniel Lasserson, Senior Trust General Practitioner, Department of Geratology, Oxford University Hospitals NHS Trust, Abingdon Community Hospital, and Urgent Care GP, Oxford Health NHS Foundation Trust

Jennifer Hill, Guideline Lead, NCGC  
Dave Wonderling, Head of Health Economics, NCGC  
Clare Jones, Senior Research Fellow, NCGC  
Thomas Strong, Research Fellow, NCGC  
Sedina Lewis, Research Fellow, NCGC  
Peter Rouse, Health Economist, NCGC  
Amy Kelsey, Senior Project Manager, NCGC

**Apologies:** Cathy Finnis, Patient Member, Kent  
 Clifford Middleton, Guidelines Commissioning Manager, NICE  
 Amanda Farrer, Residential Care Home Owner and Manager of The Knells Country House, Houghton  
 Michael Gill, Medical Director, Health 1000: The Wellness Practice, King George Hospital, Ilford  
 Sara Morgan, Emergency Department Matron and acting Head of Nursing, St. George’s Hospital, Tooting, London  
 Mihir Varia, Locum community pharmacist and Senior pharmaceutical adviser, NHS East and North Hertfordshire CCG, Hertfordshire  
 Kate Straughton, Physicians Associate, Acute medicine, Royal Shrewsbury Hospital, Shrewsbury & Telford Hospitals NHS Trust  
 Richard Day, Secondary Care Doctor, Southampton City Clinical Commissioning Group  
 Opinder Sahota, Honorary Professor in Orthogeriatric Medicine, University of Nottingham, and Consultant Physician, Health Care of Older People, QMC, Nottingham

NICE Staff:		
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**Notes**

1. **Welcome, apologies and declarations of interest**

The Chair welcomed the group to the sixteenth meeting of this GDG. Apologies were received from CF, CM, AM, MG, SM, MV, KS, RD and OS. The Chair declared that in relation to the previous declarations recorded in the DOI register, for this meeting, the following should apply:

‘The DOI register was made available to the GDG chair. The chair reviewed the DOI register and deemed that none of the original DOIs were in conflict with the agenda topics and clinical questions under discussion at the meeting. No action was required’.

The Chair then requested updates to the existing declarations of interests from GDG members. No declaration was received, so no action was required.

2. **Minutes from GDG15**

The minutes from GDG15 were agreed as an accurate record of proceedings.

3. **Health economic update**

The GDG was presented with a health economic update.

4. **Update from subgroup D**

The GDG was presented with an update on the progress from the subgroup D reruns.

5. **Update from subgroup B**

**Notes**

The GDG was presented with an update on the progress from the subgroup B reruns.

6. **Any other business**  
None.

**Date, time and venue of the next meeting**

GDG17: 27 July 2016, 10am – 4 pm, Boardroom, National Clinical Guideline Centre, 180 Great Portland Street, London W1W 5QZ.