

Date and time: **Wednesday 18th March 2015, 1000-1600**

Place: **Boardroom, National Clinical Guideline Centre, 180 Great
Portland Street, London W1W 5QZ**

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
Timothy Edwards, Consultant paramedic, London Ambulance Service
NHS Trust, and Emeritus Flight Paramedic, London Air Ambulance
Royal London Hospital
Anna Farley, Patient Member, Kent
Amanda Farrer, Residential Care Home Owner and Manager of The
Knells Country House, Houghton
Cathy Finnis, Patient Member, Kent
Michael Gill, Medical Director, Health 1000: The Wellness Practice,
King George Hospital, Ilford
Mike Jones, Consultant in Acute Medicine, County Durham and
Darlington Foundation Trust, and Senior Lecturer, University of
Durham
Jason Kendall, Consultant in Emergency Medicine, Emergency
Department, North Bristol NHS Trust
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
Sara Morgan, Emergency Department Matron and acting Head of
Nursing, St. George's Hospital, Tooting, London
Sue Palmer, Clinical Lead Hospital at Home Team, Oxford Health
Foundation Trust
Opinder Sahota, Honorary Professor in Orthogeriatric Medicine,
University of Nottingham, and Consultant Physician, Health Care of
Older People, QMC, Nottingham
Kate Straughton, Physicians Associate, Acute medicine, Royal
Shrewsbury Hospital, Shrewsbury & Telford Hospitals NHS Trust
Marcus Hughes, Consultant Psychiatrist, Department of Liaison
Psychiatry, St. George's Hospital, London
Dalia Dawoud, Health Economist, NCGC
Amraj Dhillon, Research Fellow, NCGC
Jennifer Hill, Guideline Lead, NCGC
Paul Miller, Senior Information Scientist, NCGC
Smita Padhi, Senior Research Fellow, NCGC
Grit Scheffler, Research Fellow, NCGC
Dave Wonderling, Head of Health Economics, NCGC
Stacey Lockyer, Research Fellow, NCGC
Peter Rouse, Health economist, NCGC
Julie Neilson, Senior Research Fellow, NCGC

Minutes: Confirmed

Guideline Development Group Meeting 3 Service Delivery and Organisation for Acute Medical Emergencies

Apologies: Giulia Zuodar, Document Editor/ Process Assistant, NCGC
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

NICE Staff:		
NICE attendee 1	Clifford Middleton, Guidelines Commissioning Manager	
NICE attendee 2	Annette Mead, Senior medical editor	

Notes

- Welcome, apologies and declarations of interest**
The Chair welcomed the group to the third meeting of this GDG. Apologies were received from JHe (GDG) and GZ (NCGC).

No declarations of interest were made.
- Minutes from GDG2**
The minutes from GDG2 were agreed as an accurate record of proceedings.
- Editor presentation and recommendation tutorial**
The GDG was given a presentation on the NICE style for developing recommendations.
- Early vs. late consultant triage clinical and economic evidence review**
The GDG were presented with the clinical and economic evidence review on timing of consultant review and drafted recommendations.
- Example of economic model**
The GDG was given a presentation on an example health economic model.
- Economic tutorial**
The GDG was given a tutorial on the use of health economic models..
- Subgroups and ways of working**
The GDG were presented with an alternative process for developing and drafting recommendation as part of subgroups.

Notes

8. **WebEx demonstration and homework**

This item was not covered.

9. **Review questions**

The GDG was given a presentation on the review questions and the stakeholders' survey which underlies the review questions.

10. **Protocols**

The GDG discussed protocols for upcoming clinical review questions.

11. **Queries arising from reviews in progress**

The technical team discussed queries arising from reviews that were currently in progress.

12. **Any other business**

None.

Date, time and venue of the next meeting

Tuesday 26 May 2015, 1000-1730, Boardroom, NCGC, 180 Great Portland Street, London, W1W 5QZ.