

Minutes: Confirmed

**Guideline Development Group Meeting 12 Service Delivery and Organisation for
Acute Medical Emergencies**

Date and time: 25 February 2015, 1000-1700

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
Richard Day, Secondary Care Doctor, Southampton City Clinical
Commissioning Group
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
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
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
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
Mihir Varia, Locum community pharmacist and Senior pharmaceutical
adviser, NHS East and North Hertfordshire CCG, Hertfordshire
Jennifer Hill, Guideline Lead, NCGC
Dalia Dawoud, Senior Health Economist, NCGC
Dave Wonderling, Head of Health Economics, NCGC
Frank O'Neill, Senior Research Fellow, NCGC
Giulia Zuodar, Document Editor/ Process Assistant, NCGC (PM only)

Clare Jones, Senior Research Fellow, NCGC
 Amy Kelsey, Project Manager, NCGC (morning only)
 Peter Rouse, Health economist, NCGC
 Thomas Strong, Research Fellow, NCGC
 Sedina Lewis, Research Fellow, NCGC
 Sharangini Rajesh, Research Fellow, NCGC

Apologies: 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
 Marcus Hughes, Consultant psychiatrist, Department of Liaison psychiatry, St George’s hospital, London
 Clifford Middleton, Guidelines Commissioning Manager, NICE
 Sara Morgan, Emergency Department Matron and acting Head of Nursing, St. George’s Hospital, Tooting, London
 Kate Straughton, Physicians Associate, Acute medicine, Royal Shrewsbury Hospital, Shrewsbury & Telford Hospitals NHS Trust
 Maria Cruickshank, Research Fellow, NCGC

NICE Staff:		
Jane Lynn	Guidelines Commissioning Manager	

Observers: Jacqui Real, Research Fellow, NCGC

Notes

1. **Welcome, apologies and declarations of interest**
 The Chair welcomed the group to the twelfth meeting of this GDG. Apologies were received from AMF, CF, MG, MH, CM, SM and KS.
 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 GDG11**
 The minutes from GDG11 were agreed as an accurate record of proceedings.
3. **Health economic update**
 The GDG was presented with a health economic update.
4. **Patient information systems**
 The GDG was presented with the clinical and economic evidence and drafted

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recommendations.

5. **Integrated care models**

The GDG was presented with the clinical and economic evidence and drafted recommendations.

6. **Protocols**

The GDG discussed protocols for upcoming clinical review questions.

7. **Structured ward rounds**

The GDG was presented with the clinical and economic evidence and drafted recommendations.

8. **Discharge planning**

The GDG was presented with the clinical and economic evidence and drafted recommendations.

9. **ED access**

The GDG was presented with the clinical and economic evidence and drafted recommendations.

10. **Post-discharge follow up clinics**

The GDG was presented with the clinical and economic evidence and drafted recommendations.

11. **Any other business**

None.

Date, time and venue of the next meeting

GDG13: 24 March 2015, 10am – 4 pm, Boardroom, National Clinical Guideline Centre, 180 Great Portland Street, London W1W 5QZ.