

Acute Medical Emergencies Guideline Committee meeting

Date: 10/10/16

Location: Boardroom, National Guideline Centre

Minutes: Final

NICE National Institute for
Health and Care Excellence

| Committee members present: | | |
|-----------------------------------|--|---------------------------|
| Julian Bion (JB) Chair | | (Present for notes 1 – 7) |
| Philip Dyer (PD) Deputy Chair | | (Present for notes 1 – 7) |
| Christopher Dykes (CD) | | (Present for notes 1 – 7) |
| Amanda Farrer (AF) | | (Present for notes 1 – 7) |
| Michael Gill (MG) | | (Present for notes 1 – 7) |
| Jeremy Henning (JHE) | | (Present for notes 1 – 7) |
| Marcus Hughes (MH) | | (Present for notes 1 – 7) |
| Jason Kendall (JK) | | (Present for notes 1 – 7) |
| Timothy Edwards (TE) | | (Present for notes 1 – 7) |
| Mike Jones (MJ) | | (Present for notes 1 – 7) |
| Opinder Sahota (OS) | | (Present for notes 1 – 7) |
| Kate Straughton (KS) | | (Present for notes 1 – 7) |
| Sue Palmer (SP) | | (Present for notes 1 – 7) |
| Debra Quantrill (DQ) | | (Present for notes 1 – 7) |
| Mihir Varia (MV) | | (Present for notes 1 – 7) |
| Richard Day (RD) | | (Present for notes 1 – 7) |
| Anna Edwards (AE) | | (Present for notes 1 – 7) |

| In attendance: | | |
|-------------------------|---------------------------------------|---------------------------|
| Jane Lynn (JL) | Business Analyst, NICE | (Present for notes 1 – 7) |
| Clifford Middleton (CM) | Guideline Commissioning Manager | (Present for notes 7– 8) |
| Jennifer Hill (JH) | Guideline lead, NGC | (Present for notes 1 – 8) |
| Clare Jones (CJ) | Senior Research Fellow, NGC | (Present for notes 1 – 8) |
| Maria Cruickshank (MC) | Research Fellow, NGC | (Present for notes 1 – 8) |
| Sedina Lewis (SL) | Research Fellow, NGC | (Present for notes 1 – 8) |
| Peter Rouse (PR) | Health Economist, NGC | (Present for notes 1 – 8) |
| Dave Wonderling (DW) | Head of Health | (Present for notes 1 – 8) |

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| | Economics, NGC | |
| Giulia Zuodar (GZ) | Document Editor, NGC | (Present for notes 1 – 8) |

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| Apologies: | |
| Nerys Conway (NC) | Trainee in Acute Internal Medicine, Bristol Royal Infirmary, Bristol |
| Cathy Finnis (CF) | Patient Member, Kent |
| Amy Kelsey (AK) | Senior Project Manager, NGC |
| Daniel Lasserson (DL) | 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 (SM) | Emergency Department Matron and acting Head of Nursing, St. George's Hospital, Tooting, London |

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| 1. Welcome and objectives for the meeting |
| <p>JB welcomed the Committee members and attendees to the twentieth meeting of the Acute Medical Emergencies Guideline Committee.</p> <p>No members of the public asked to observe the meeting.</p> <p>JB informed the Committee that apologies had been received. These are noted above.</p> <p>AE is leaving the GC and the Chair thanked her for her contribution.</p> <p>JB outlined the objectives of the meeting.</p> |
| 2. Confirmation of matter under discussion, and declarations of interest |
| <p>The Chair reviewed and requested updates to the declarations of interest register.</p> <p>The Chair declared that in relation to the previous declarations recorded in the DOI register, for this meeting, the following should apply:</p> <p>'The DOI register was made available to the GC 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'.</p> <p>The Chair then requested updates to the existing declarations of interests from GC members. No declaration was received, so no action was required.</p> |
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3. Minutes from GC18 and GC19

The minutes from GC18 and GC19 were agreed with minor revisions.

4. Update from Subgroup A

CJ and JK updated the GC on the progress from Subgroup A. The GC discussed and agreed recommendations.

5. Update from Subgroup C

CJ and JK updated the GC on the progress from Subgroup C. The GC discussed and agreed recommendations.

6. HE Update

DW presented an HE update.

7. Any other business

None

Date of next meeting: 11/10/2016

Location of next meeting: NGC Boardroom

- **Principle** – record the Committee meeting attendance, running, discussions
- **Links to include** – none
- **Attachments to include** – none
- **Info to include** – guideline title; meeting date/location; status of minutes (draft/confirmed); attendees; observers; apologies; agenda items and related discussions; declarations of interest; date of next meeting

Acute Medical Emergencies Guideline Committee meeting

Date: 11/10/16

Location: Boardroom, National Guideline Centre

Minutes: Draft

| Committee members present: | |
|-----------------------------------|---------------------------|
| Julian Bion (JB) Chair | (Present for notes 1 – 4) |
| Philip Dyer (PD) Deputy Chair | (Present for notes 1 – 4) |
| Amanda Farrer (AF) | (Present for notes 1 – 4) |
| Michael Gill (MG) | (Present for notes 1 – 4) |
| Jeremy Henning (JHE) | (Present for notes 1 – 4) |
| Marcus Hughes (MH) | (Present for notes 1 – 4) |
| Timothy Edwards (TE) | (Present for notes 1 – 4) |
| Mike Jones (MJ) | (Present for notes 1 – 4) |
| Daniel Lasserson (DL) | (Present for notes 1 – 4) |
| Kate Straughton (KS) | (Present for notes 1 – 4) |
| Sue Palmer (SP) | (Present for notes 1 – 4) |
| Debra Quantrill (DQ) | (Present for notes 1 – 4) |
| Mihir Varia (MV) | (Present for notes 1 – 4) |
| Richard Day (RD) | (Present for notes 1 – 4) |

| In attendance: | | |
|-----------------------|-----------------------------|---------------------------|
| Jane Lynn (JL) | Business Analyst, NICE | (Present for notes 1 – 4) |
| Jennifer Hill (JH) | Guideline lead, NGC | (Present for notes 1 – 4) |
| Clare Jones (CJ) | Senior Research Fellow, NGC | (Present for notes 1 – 4) |
| Peter Rouse (PR) | Health Economist, NGC | (Present for notes 1 – 4) |

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|----------------------|-------------------------------|---------------------------|
| Alex Haines (AH) | Senior Health Economist, NGC | |
| Dave Wonderling (DW) | Head of Health Economics, NGC | (Present for notes 1 – 4) |
| Giulia Zuodar (GZ) | Document Editor, NGC | (Present for notes 1 – 4) |

| | |
|-------------------------|---------------------------------------|
| Apologies: | |
| Nerys Conway (NC) | Committee member |
| Christopher Dykes (CD) | Committee member |
| Anna Edwards (AE) | Committee member |
| Cathy Finnis (CF) | Lay member |
| Amy Kelsey (AK) | Senior Project Manager, NGC |
| Jason Kendall (JK) | Committee member |
| Clifford Middleton (CM) | Guideline commissioning manager, NICE |
| Sara Morgan (SM) | Committee member |
| Opinder Sahota (OS) | Committee member |

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| 1. Welcome and objectives for the meeting |
| <p>JB welcomed the Committee members and attendees to the twenty-first meeting of the Acute Medical Emergencies Guideline Committee.</p> <p>No members of the public asked to observe the meeting.</p> <p>JB informed the Committee that apologies had been received. These are noted above.</p> <p>JB outlined the objectives of the meeting.</p> |

2. Confirmation of matter under discussion, and declarations of interest

The Chair reviewed and requested updates to the declarations of interest register.

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 GC 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 GC members. No declaration was received, so no action was required.

3. HE Update

DW presented an HE update.

4. Any other business

None

Date of next meeting: 09-10/11/2016

Location of next meeting: NGC Boardroom