

**Adults with complex needs: social work interventions including  
assessment, care management and support**

**Committee Meeting 2**

**Date:** 20<sup>th</sup> July 2020

**Location** Via Zoom

**Minutes:** Final

<b>Committee members present:</b>	
Rebecca Harrington (Chair)	Present for items 1 – 7
Brynmor Lloyd-Evans (Topic Advisor)	Present for items 1 – 7
Mark Cooper	Present for items 1 – 7
Claire Gilbert	Present for items 1 – 7
Jane Miller	Present for items 1 – 7
Janet Reynolds	Present for items 1 – 7
Ellen Thomas	Present for items 1 – 7
Meryl Williams	Present for items 1 – 7
Louise Zonko	Present for items 1 – 7
Maureen Ray	Present for items 1 – 7
Eleni Chambers	Present for items 1 – 7
Nina Riddlesden	Present for items 1 – 7

<b>In attendance:</b>		
Katharina Dworzynski	NGA Guideline Lead	Present for items 1 – 7
Jennifer M Francis	NGA Senior Systematic Reviewer	Present for items 1 – 7
Agnesa Mehmeti	NGA Systematic Reviewer	Present for items 1 – 7
Fiona Whiter	NGA Systematic Reviewer	Present for items 1 – 7
Stephanie Arnold	NGA Information Scientist	Present for items 1 – 7
James Hawkins	NGA Health Economist	Present for items 1 – 7
Josh South	NGA Project Manager	Present for items 1 – 7
Bridget Warr	NGA Clinical Advisor	Present for items 1 – 7
Sonniya Lewis	NGA Business Administrator	Present for item 1
Nick Staples	NICE Guideline Commissioning Manager	Present for items 1 – 7

**Apologies:**

Lynn Prendergast	Committee Member
Katie Clarke	Committee Member

<p><b>1. Welcome and objectives for the meeting</b></p> <p>The Chair welcomed the committee members and attendees to the 2<sup>nd</sup> guideline committee meeting on adults with complex needs: social work interventions including assessment, care management and support. The Chair thanked the committee for joining the meeting virtually. The Chair acknowledged apologies received as noted above.</p>
<p><b>2. Confirmation of matter under discussion, and declarations of interest</b></p> <p>The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was Adults with complex needs: social work interventions including assessment, care management and support. The Chair asked everyone to verbally declare any interests. No new interests were declared.</p> <p>The Chair outlined the objectives of the meeting.</p>
<p><b>3. Topic Group processes</b></p> <p>Katharina Dworzynski, NGA Guideline Lead, outlined how the topic group process would work on the guideline.</p>
<p><b>4. Health economic plan</b></p> <p>James Hawkins, NGA Senior Health Economist, outlined the agreed health economic priorities for the guideline.</p>
<p><b>5. Review protocol - What is the effectiveness of case management and care planning approaches in social work (in relation to changing needs, wishes and capabilities)?</b></p> <p>Jennifer M Francis, NGA Senior Systematic Reviewer, presented the protocol for review question 'What is the effectiveness of case management and care planning approaches in social work (in relation to changing needs, wishes and capabilities)?'</p>
<p><b>6. Review protocol - What is the effectiveness of case management and care planning in the event of a crisis or unplanned escalation of need?</b></p> <p>Jennifer M Francis, NGA Senior Systematic Reviewer, presented the protocol for review question What is the effectiveness of case management and care planning in the event of a crisis or unplanned escalation of need?</p>
<p><b>7. AOB</b></p> <p>There was no further business to discuss. The Chair closed the meeting at 1:30pm.</p>

**Date of next meeting:** 12<sup>th</sup> August 2020

**Location of next meeting:** Via Zoom