

Patient Participation Group Meeting held at The Stag Medical Centre
Minutes of Meeting Thursday 14th March at 5.30pm

Present

Tony Robinson (Chair).
Pippa Harder (Treasurer).
Rebecca Hutson
Len Wilson.
Christine Pigg
Heather Hind
Margaret Dennis
Debbie Twell
Steve South
Jayne Griffiths

Apologies

Jean Toner
Ralph Yeo
Liz Higgins
Frank Rees

Abbreviations used:

Care Quality Commission	CQC
Clinic Commissioning Group	CCG
Clinical Reference Group	CRG
National Association of Patient Participation	NAPP
Rotherham, Doncaster and South Humber NHS Trust	RDaSH
Dementia Action Alliance	DAA
Active Always	AA
Enhancement Service Specification	ESS
Did Not Attend Appointment	DNA

Tony Robinson (Chair)
Ground Rules Reminder (on laminated cards)
Terms of Reference (on laminated cards)

1.0. Welcome and introductions

1.1. Apologies were noted.

2.0 Group Business

2.1. Approval of minutes of last meeting held Thursday 14th February
2.2. Matters arising

3.0. Meeting Minutes and Ground Rules

Ground Rules Reminder distributed by Tony (on laminated cards)
Terms of Reference distributed by Tony (on laminated card)

4.0. Lay Governors Role Rotherham CCG Overview – Debbie Twell

Debbie gave an overview of her role.
Debbie began her role in November 2018, with no previous NHS background, on a 3 year tenure. She is the Lay member for Public and Patient Engagement and

representative of the Rotherham CCG Governing Body.
Debbie welcomed any feedback and is available to contact by email at:
Debbie.Twell@nhs.net

The group asked a number of questions:

AA Zaidi queried hospital referral letters and patient discharged without any notification

Steve queried use of e-signatures

Len raised the issue of medication waste specifically chemists not replacing “faulty prescriptions”

Debbie will respond to above queries in due course.

5.0. Awareness Promotion

- 5.1 The Time For a Cuppa Event is planned for Thursday 21st March. This is to help raise funds for Dementia UK and raise awareness of Dementia.
Beth Goss (Stag Admiral Nurse) will be available to talk to patients and carers. PPG members and Staff are donating cakes etc.
- 5.2. For the Diabetes Awareness Week 3rd-10th April. A display of healthy eating models and leaflets will be available for patients to view at the Stag surgery.
- 5.3. Rebecca checking with Jean re taking Patients’ names interested in Desmond Programme sessions.

6 .0. Practice News

- 6.1. The group are to consider holding an additional Café, on alternate Friday’s, for people with Learning Disabilities/Special Needs.
- 6.2. The PPG congratulated Megan on the arrival of her new baby girl, Eden.
Tony thanked Megan for her help with PPG minutes over the last 15 months.
- 6.3. Two new new apprentices Mandy and Jasmine have started at the Practice.

Rebecca explained that the Practice typically recruit and employ people at the end of their apprenticeship.

In addition, the Practice have a Health Care Assistant (HCA) apprentice, nearing the end of their apprenticeship.

- 6.4. Jayne reminded Rebecca if staff needed help with course work, ie books/articles/research to contact her jayne.griffiths5@nhs.net

7 .0. Newsletter

Tony asked for ideas for articles to be included in the next issue of the Newsletter

8.0. AOB

- 8.1. Jayne distributed "Welcome to Shared Reading" information, aimed at community groups. If anyone interested, please ask JG.
- 8.2. Steve has a further meeting planned with the "Sight and Sound" Manager to help with options to continue running the vital service
- 8.3. Debbie stated that she has been involved with the "Trail Blaze" mental health programme.
- 8.4. Debbie thanked the group for her invitation to the meeting.

Next Meeting 5.30pm Thursday 11th April 2019

TR 3/4/2019