

Minutes of Meeting held on 15th August at the Stag Medical Centre

Present

Chris Thompson (Practice Manager)
Tracy Ingram
Jenny Drew (Chair)
Elaine Laurie (Secretary)
Tony Drew
Len Wilson
Christine Pigg
Pippa Harder
Jackie Haughton
Gill Stokes
Peter Appleby
Iris Wilde

Apologies

Eileen Brookes
Hazel Kinsey
Kath Perry (Vice Chair)
Heather Hind

Abbreviations used:

Care Quality Commission	CQC
Clinical Commissioning Group	CCG
Clinical Reference Group	CRG
National Association of Patient Participation	NAPP
Rotherham, Doncaster and South Humber NHS Trust	RDASH

1.0 Welcome and introduction

1.1 Jenny welcomed group members. Apologies were noted.

2.0 Group Business

2.1 Minutes of last meeting held Thursday 11th July 2013 item 5.0 changed to St John's Hospice Charitable Fund, the Borough Council and RDASH.

The minutes for the Rotherham Town Hall Meeting should read Bolt not Bole. Minutes approved.

2.2 Matters Arising

Automatic door at the Stag surgery is being installed as we speak.

Rose Court automatic door will be installed next week.

The hand sanitiser at Rose Court is to be re-positioned shortly.

Prescriptions add ons – some patients have had problems with this,

To be checked by Tracey and hopefully problem solved.

3.0 Flu Clinics

3.1 MacMillan have offered to help on the 27th September and Cancer Care UK will help on the 4th October Flu days. Volunteers from PPG are

needed. Heather Hind will do her usual good deed and ask shops and businesses for prize donations. Staff at both Stag and Rose Court has offered to do baking which can be sold with refreshments or taken home. PPG to contribute prizes if possible.

More publicity for flu days is required.

Agreed to a 8am start on flu days for volunteers to set up ready for patients.

4.0 Admiral Nurse Development - Len Wilson

4.1 Lens update – documents ready to move forward.

5.0 Website Development – Tony Drew

5.1 The website has been updated with the minutes and flow charts revised. Prescriptions are redone and a new home page has been added with new tabs and links to a contact page for NHS choices with a fresher look.

PPG related and Chris to sanction after Oldroyd had done the updates.

5.2 Eight photos from Dr McWhinnie Collection to be sized up and prices to be approved.

5.3 Patients can book appointments online from 1st September but must be registered to receive online services e.g. Systmonline. There is limited availability for appointment times. The system is set up for 3 appointments per doctor per day. For appointments made days in advance, patients will be asked for their mobile number by the receptionist so that an automated message (MAX text) can be sent reminding them of their appointment date and time. This is optional.

6.0 News from Practice – Chris Thompson

6.1 We have a new registrar, Lucy Richi and F2 Sona Gosh.

At the moment it is a challenge with appointments due to doctors annual Leave. Please bear with us.

7.0 Any other business

7.1 A set of chair raisers to be ordered on trial. If they are suitable we can order more.

7.2 No September meeting. Need a Chair person for October meeting – no Volunteers –Jenny asked Chris to Chair. He said he would but would prefer not to.

8.0 Next Meeting 10th October 2013 6pm at Stag Medical Centre.
Meeting closed at 7.10pm.

Additional Note from Jenny Drew – Chair PPG

Meeting with Partners - 30th August 2013

1. On behalf of the PPG Jenny thanked the Partners for the provision of automated doors at each surgery and for the cooperation with the PPG requests.
2. Jenny offered to help with feedback to the Call for Action consultation from NHS England on views about GP Practice provision and workload. This was met with valid reasons from the GPs as to why they did not wish to contribute to this consultation. Their views had already been given to the General Practitioner Members Committee (GPMC). Jenny agreed not to pursue this any further.
3. A brief discussion took place about how the Practice Nurses worked at the Practice. It was explained that they were trained up to capacity and that further extension to their work was not on the agenda for the foreseeable future.
4. Jenny presented the information and GP referral form for the Active Always programme run by Rotherham Metropolitan Borough Council (RMBC). Dr Proctor took this information to review. The GPs weren't aware of this programme and are interested in pursuing this. Jenny agreed to invite Dr Jo Wallis from Kiveton Park surgery to the November PPG meeting and asked for GP representation from our PPG. Amy Roden (RMBC) programme leader for Active Always will also be invited.

Jenny agreed to keep the Partners informed of the progress.

20.09.2013 - Dr Wallis invited to the November 9th Meeting via Charles Hazle PPG representative, Kiveton Park Surgery – awaiting outcome.