

Patient Participation Group Meeting held at The Stag Medical Centre

Minutes of Meeting Thursday 9th July 2015 at 5.30pm.

Present

Jenny Drew (Chair)
Tony Robinson (Vice Chair)
Elaine Laurie (Secretary)
Jean Toner (Clinical Practice Manager)
Peter Appleby (Treasurer)
Gill Stokes
Tony Drew
Heather Hind
Pippa Harder

Apologies

Christine Pigg
Len Wilson
Chris Peters
Tracey Ingram
Chris Thompson (Practice Manager)
Iris Wilde (Treasurer)

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
Dementia Action Alliance	DAA
Active Always	AA
Enhancement Service Specification	ESS
Did Not Attend	DNA

Chair- Jenny Drew

Ground Rules Reminder (on laminate cards)

Terms of Reference (on laminated cards))

1.0 Welcome and Introduction

1.1 Jenny Drew welcomed group members and Apologies were noted.

2.0 Group Business:

2.1 Approval of minutes of meeting held 18th June 2015

2.2 Matters arising

2.3 A form has been filled in electronically to join Volunteers Rotherham Action Group we haven't had a reply back as yet. We have had enquiries from South Wales and York about how to set up a PPG so we sent out information on how to join NAPP and completions etc. The News Letter is out in the surgeries already and we will include information on Carers Corner in the next edition of the newsletter.

3.0 Flu clinic days:

3.1 The website and face book have been upgraded with dates for the flu clinics and bookings will be available from 1st August. Jen will do flyers and letters for donations for the coffee mornings.

The Flu dates are at the stag surgery 2nd October 9am to 1pm, 16th 1pm to 6pm and 29th 1pm to 6pm.

Rose court surgery Flu days are 8th 9am to 1pm and 20th 2pm to 5pm.

The coffee morning will be at the Stag surgery on the 2nd October 9am until 1pm.

Will investigate if we can hold a coffee morning at Rose Court in a marquee outside, depending on weather.

Christine Pigg and Heather Hind will collect prizes from willing local traders.

Iris will be available for the Flu days to help. We will discuss more at the next meeting and get things in place.

The PPG will help by directing patients for the flu injection. Jenny to do a rota for volunteers to put their names down to help.

4.0 Photo Competition:

4.1 Pets and Wildlife, competitors can enter 2 pictures only the name address and details must be added with a title of their entry. The pictures are non-returnable. The judges will not know who has entered which picture.

The closing date is 31st October 2015.

The prizes will be the winning picture to be put on canvas and enlarged for the winner, the second prize a medium canvas and the third a smaller canvas. A poster will be organised and displayed on the web site, face book and in the surgeries. Money from the sale of the latest pictures to be sold to be collected by the treasurers and banked.

5.0 Carers Corner:

- 5.1 Pippa to arrange a wall display for information leaflets and we will try and have a launch day for Carer's Corner and to Invite Kathryn Rawlings who is the coordinator for dementia action alliance for Rotherham.

Heather went to a dementia day which was most informative, held by Kathryn Rawlings. Heather found it most helpful and brought some leaflets back us for the PPG. Kathryn has offered to come and do a training day for staff and the PPG. This will be discussed by Jean Toner and the Partners. Heather will invite Kathryn to the Stag on the Thursday 13th August 1pm to 2pm.

There is a "singing for the brain" session by the Lost Cord singing group In Rawmarsh and Dinnington.

Len sends his apologies, but he has been in touch with Russel Byrne and Sarah Champion to discuss Admiral Nurses as we have not got an Admiral Nurses appointed to Rotherham, as is the case in other areas, but that we have been blocked for all the mental health services and everywhere we have tried and Len has let them know this. The appointments waiting times for dementia patients is appalling. Len is having more meetings with the CCG again to see if it can't be taken further.

Heather will try and get in touch with the diocese to see if they can provide any influence.

6.0 News from the practice:

- 6.1 Interviews for GPs have taken place, one full time and one half time. Rebeca starts work here as administrator on the 25th July, meanwhile, all the staff are all sharing the tasks.

7.0 Any other business:

- 7.1 The next Newsletter, the winter edition, Tony would like to do a six page long with a tear off sheet with useful information Peter to obtain quotes for different options. Elaine was concerned that the blood Pressure machine is played with by children and maybe a sign should be put up to advise parents that the equipment isn't a play thing? To be thought out.

8.0 Next meeting 5.30pm 13th August 2015.

EI/20.07/2015