

Minutes of the Meeting 7th March 2013

**Present:**

Chris Thompson (Practice Manager)  
Tracy Ingram  
Jenny Drew (Chair)  
Tony Drew  
Kath Perry (Vice Chair)  
Elaine Laurie (Secretary)  
Gill Stokes  
Christine Pigg  
Heather Hind  
Len Wilson  
Pippa Harder

**Apologies:**

Eileen Brooks (Publicity)  
Peter Appleby  
Iris Wilde  
Jackie Houghton  
Sandria Gilling

**1.0 Welcome and introduction**

1.1 Jenny welcomed group members and apologies were noted.

**2.0 Group Business**

2.1 Minutes of the last meeting were approved after item 2.4 was changed from Junior to Infant.

**2.2 Matters arising**

Gill Stokes had raised issues about the surgery environment

Jenny's feedback on the fish tank was that it would cost £40 per month to hire. This would include installation and maintenance. A neutral colour background was suggested. Chris said he would put the information to the partners and give their reply at the next PPG meeting.

2.3 Jenny's enquiries on the chair raisers resulted in help from Sandra Whiting from Occupational Therapy who is willing to help sort it out. Chris Thompson was asked to find out the number of chairs with arms so that we can proceed with ordering appropriate chair raisers via Community Occupational Therapy. Chris will do this on return from annual leave. Jenny will contact Sandra to organise fitting and advice.

2.4 Pippa Harder has contacted an Artist who is willing to discuss with Chris the ideas for wall art in the surgeries. The artist has agreed to do the work for free but would need the cost of materials to be covered by the Practice. Chris will liaise with the partners about the costs for Stag and Rose Court Surgeries. Suggestions were for a mural relating to health education, needs and different age group's understanding of what health is. The PPG would like to open this up to local schools and colleges as well as the Art colleges with the possibilities of a competition for the designs. Pippa has access to art materials for prizes which could be donated.

Len Wilson will make enquiries at the local head-teachers meeting with regards to interests and how this could be co-ordinated with all the schools in our area. Art work relating to ARTiculate (promoting art in health) from Rotherham Doncaster and South Humber (RDaSH) may also feature in future developments. Christine Pigg and Pippa Harder agreed to liaise with Herringthorpe School, Elaine Laurie to approach Wickersley Schools and Heather Hind to approach Sunday Schools when given the go ahead by the practice.

Len Wilson fed back as follows about ARTiculate:

**ARTiculate:**

- *Contacted (RDaSH) and Woodlands – spoke to Chris Webb, the Modern Matron. She 'signposted' me to the Arts Council through Gillian Hobson: 07780961890 and to Tony and Angie Russell, who*

are involved in 'Promoting Art in Health': they have a brochure – 'Reflexions' (on its way from RDaSH). The reason is:

- This project is funded specifically for working with patient/ clients at Woodlands – involving all artistic activities.
- There are a group of artists working at Swallownest Court, who might agree for their work to be exhibited at the Surgeries.
- I will follow up all of these avenues.

3.2 A suggestion box with comments sheets is available at both surgeries. We are now awaiting proper fixing by the handyman who has returned from leave and sickness.

### 2.3 **Second GP Practice Survey action plan progress**

- The handy man is back and he has repositioned the hand sanitizer at Rose Court.
- Reception staff training – Jenny offered to assist with receptionist feedback about the survey comments re communication skills and Chris is aware of this. He will consider this when he has done further receptionist training now that Andrea is supervising them.
- Prescription ordering is still to be sorted.
- Further disabled parking is unable to be provided.
- Chris will attend to the opening mechanism for the inner doors at both surgeries when he returns from annual leave.

### 3.0 **Publicity Jenny Drew on behalf of Eileen Brookes**

- Eileen has agreed to produce the Spring/Summer Newsletter content and Tony Drew will do the design and arrange publication
- The group agreed it should be ready for publication in May.
- The 'A day in the life of' series was agreed by the group to have been a good idea and it was suggested that 'A day in the life of a nurse' be next. A nurse is to be invited for interview with Eileen Brooks and Chris will arrange this on return from annual leave. For the Autumn/Winter Newsletter it was suggested it could be Ian our cleaner who does a brilliant behind the scenes role in cleaning to prevent cross infection. Chris to arrange with Ian.

### 4.0 **CQC Issues.**

- Chris Thompson reported the Practice had sent the outline statement on purpose of practice to the CCG.
- Jenny replied back to the CQC on the information on what is expected from the inspections and how GP Practices can prepare for the visits. This is currently being piloted on the CQC forum feedback website. A condensed version leaflet will be supplied to Practices in early April.
- Our 'Tell Us What You Think' leaflets and comments sheets are available. Kath Perry will sort out the suggestion box at the Stag surgeries. Jackie Houghton will collect the correspondence from the Rose Court box once a week. These will be collated and fed back to our PPG meetings each month for discussion/action.

### 5.0 **Carer's Corner Developments**

Jenny requested that this item be deferred to next month's meeting. The group agreed.

### 6.0 **Dementia UK and Admiral Nurses – Len Wilson**

Len Wilson had to leave our meeting early to attend a Rotary Club meeting to do a presentation for them but before he left he gave us a very good insight into the help and information for families and people living with dementia.

Len is a member of The Rotary Club of Rotherham has conducted a survey in Rotherham: (David Coldrick has visited all of the organisations. He hopes to attend the next PPG meeting and could give greater details).

Len provided the following information to share with our PPG:

- *Approximately 3,500 people are known to be suffering from various types of dementia – from Alzheimer’s, Vascular Dementia, and Korsakoff’s syndrome etc. in Rotherham. Chris Webb says that this figure is much higher.*
- *The age range is from mid-thirty to eighty plus: the majority are in their eighties and nineties.*
- *There is very little support for Young Onset Dementia and no services for Korsakoff’s syndrome (alcohol induced dementia).*
- *The vast majority are living in the community; therefore there is a great need for individualised support for family carers.*
- *The major organisation in Rotherham is the Rotherham Alzheimer’s Society, which provides Memory Cafes etc. They have various venues – Kimberworth, Wath, Dinnington and My Place. My Place has a venue in Mexborough; it is a befriending service but it struggles for volunteers’. The take-up is relatively low for both services. The Society focuses on the Centres to provide advice. The Alzheimer’s Society is very ‘stretched’ for resources. It has major concerns about provision in the Central area of Rotherham. Most of the people, who seem to come from a professional/business background, need individualised support within the home.*
- *Lost Chord gives musical performances in residential homes; their purpose is to encourage mental activity through music*
- *“Dementia UK is a national charity which works in partnership with the NHS, local authorities and other organisations to promote and develop Admiral Nursing and to support the practice of Admiral Nurses”; they work in a very similar way to the McMillan Nurses.*
- *There are five or six for the whole of Yorkshire.*

**Issues:**

- *Admiral Nurses are trained and employed’ by Dementia UK.*
- *Their salaries are paid by e.g. the Practices; Rotherham District General Hospital (RDGH); RDaSH*

**Possibilities:**

- *The Rotherham surgeries could combine to provide a Rotherham based Admiral Nurse.*
- *RDaSH could provide an Admiral Nurse or Nurses for Rotherham, Doncaster and South Humberside to complement their work.*
- *The Rotary Clubs could look to solve the needs*

*Through my work with RDaSH, I am looking at all of the possibilities to ensure that it will be integrated and complement what is already happening in the Rotherham area. I am hoping to have a meeting with Jan Smith who is the Assistant Director for Older Peoples’ Mental Health Service next week.*

- Jenny has already identified the next DES is in relation to Dementia where funds are likely to be available which we may be able to acquire to help with local demand for dementia care and support. Chris endorsed this view.
- Jenny thanked Len for the work so far and agreed to put this on the agenda for the next Rotherham PPG Network meeting on Wednesday 17<sup>th</sup> April at Rotherham Town Hall in the Samuel Smith’s Room commencing 1.30pm to 4.0pm. Further dates are:  
10th July 1.30pm-4pm  
9th October 1.30pm-4pm  
Jenny encouraged all our members to attend the events if they wished.
- Len also provided leaflets for us to promote the Rush round Rotherham Walk. On the 19th May the Rotary Club of Rotherham arrange a walk (Rush Round Rotherham Walk) 3 miles, 7 miles, 12 miles

or the big one 25 miles. This is a competitive walk as well as raising funds for local charities. For further information and applications to enter race go on to [www.rushtowalk.com](http://www.rushtowalk.com) organiser Gillian Headon – 07967 80212 e-mail [gillianheadon90@hotmail.com](mailto:gillianheadon90@hotmail.com)

- We will copy more leaflets and distribute them in both surgeries.

#### **7.0 Tony Drew – Website.**

The GP photos are now on the website. Further photos are required and the front page is almost ready for publication. DES report is finished and on the website. He urged the P.P.G. to look at Facebook and befriend the Stag and Rose Court Surgery.

#### **8.0 News from Practice.**

- The new GP partner Dr Sally Barnes has joined the practice on the 18<sup>th</sup> February and is specializing in baby clinic work.
- Dr Nicholas Baker GP Registrar has joined the practice under the tuition of Dr Querishi
- Dr Billy Phan has joined the practice under the tuition of Dr Muthoo.

#### **9.0 Any other business**

- Kath Perry brought attention to the warning card concerning possible contagious patients (if you have a rash) which asked patients to check in and then inform receptionist staff. It was discussed and decided that it should be changed to patients reporting to reception before they check in so that receptionist staff can check them in thus avoiding contamination from patients with possible contagious diseases. Tracy Ingram agreed to make the changes to the notices in both the Stag and Rose Court surgeries.
- The suggestion box is to be moved as it had been mistaken for the prescription box as prescriptions had been put in by accident. A larger sign for the 'What do you think?' box was agreed by the group.
- The notice boards in the surgeries are to be managed by the reception staff.
- Jenny has put together a planner for 2013. It links to National events and we need to link with health events in Rotherham. She is to send out the National Planner and our PPG Planner and asked members to look and check against the National Planner if anyone wishes to add any events to it. We will look at the list to see what we as a group would like to be involved in?
- The dates are to be put in for flu days. This year there will be Saturday flu clinics.
- There are some changes to types of immunisations available for children which come into effect late 2013/2014.
- Kath and David Perry are going to Leeds to a study day on Accessing Your Health Record Online: How you could change the way you manage your own health at Leeds City Museum on 22nd March 2013

10.0 Next meeting 25<sup>th</sup> April 6pm.

Meeting closed at 7.15pm