



Your Surgery - Your Say

Patient Participation Group Meeting - Minutes Wednesday 17th October 2018@ 1.00pm Kingstanding Circle Surgery

ATTENDEES:

- | | | |
|-------------------|--------------------|------------------------|
| Mrs V Turner (VT) | Mrs M Hammond (MH) | Mrs L Floyd (LF) Chair |
| Mrs S Deakin (SD) | Mrs M Carron (MC) | Mrs M McDonnell (MM) |
| Mrs E Duffy (ED) | Mr J Brough (JB) | (Minutes) |

1.	<p>APOLOGIES (LF) Mrs I Maher (IM) Mrs P Cox (PC) Mrs T Marin Mrs C Kendrick (CK) Mrs M Adams (MA) Mrs J Carron (JC) Mrs S Perry (SP)</p>
2.	<p>MINUTES OF LAST MEETING (LF) MM went over the minutes of the last meeting with the group. Specific items were re-visited later in the meeting. It was agreed that Wednesday lunchtimes for future meetings was a convenient day/time during winter months after which meetings would revert back to early evenings to allow workers to be able to attend also.</p>
3.	<p>MACMILLAN COFFEE MORNING (LF) This is 1 of the actions for the PPG for this financial year. LF informed the group of the success of the recent Macmillan coffee morning, the surgery raised £193.06 and thanked everyone for their donations and commitment leading up to and on the day of the coffee morning it was greatly appreciated. The raffle that was held at the morning (everyone who donated was given a raffle ticket) was drawn by staff and members during the meeting.</p>
4.	<p>STAFF VACANCIES UPDATE (LF) LF discussed with the group that the following staff have now been recruited by the surgery and all vacancies have been filled. 1 x Part time Nurse 1 x Part time HCA - these posts were to replace Nurse Marie who retired in October 2018. 2 x Part time receptionist's and another receptionist is working more hours per week.</p>

5. EXTENDED HOURS SERVICE (OAKS MC) (LF)

The new extended hour's service being run at the Oaks Medical Centre has been live since 01/10/18 with patients being able to book up to 28 days in advance (Evening & Weekend appointments). The GP they see will be able to view their current medical record held by us. The GP's used are Locums who will be regularly working at the Hub and also some of the GP's from local practices. We can offer patients appointments on the same day when we are fully booked, if there is any follow up from our own practice we are sent a message which is picked up the following day and actioned. We will continue to offer our early morning appointments until 31/03/18.

6. INDEPENDENT AGE UP-DATE (ALL)

This venture was going to be 1 of the PPG actions for this year however it was agreed that due to the complexity and data protection/patient confidentiality it was not a viable action to be run by the PPG @ the surgery.

7. ACTIONS FOR THIS YEAR (ALL)

LF discussed the 2 further actions for the PPG to undertake this year, firstly an Antibiotic awareness day with a date to follow shortly.

LF discussed the PPG fundraising for the surgery to purchase a machine that can take a patients height, weight, BP etc and be located in the waiting room for patients to use before going in to see a clinician. It was suggested that a fundraising morning be held incorporating helping the lonely & giving patients information for Independent Age. Staff and PPG members could donate unwanted books/CD's/DVD's to be sold in a fundraising corner of the surgery and after Xmas any unwanted Xmas gifts could be used. This venture could be started off at the Antibiotic awareness day.

A.O.B. (ALL)

8. LF would try to get new staff members to introduce themselves at the next PPG meeting.

The current ACE contract would be replaced next year by a Universal Contract, LF would keep the PPG updated.

A date in November to be arranged for the Antibiotic awareness day and members notified asap.

All agreed that a PPG recruitment day was needed and this would be held at surgery in December (date to be confirmed)

SD & MH kindly donated £10 between them and MC £10 to kick start the fund raising campaign for the machine.

LF expressed again that the work of the PPG was vital to ensuring patient influence. All the staff at the practice and the GP's (Dr Sahota & Dr Cassam) wish to say a big thank you to all members of the PPG group for their invaluable and much appreciated participation, continued engagement and support.

YOUR SURGERY – YOUR SAY!!

Patient Participation Group 2018/2019 – Kingstanding Circle Surgery

To Be Held @ Kingstanding Circle Surgery

Further meetings dates for your diary:

TO FOLLOW SHORTLY

THANK YOU SO VERY MUCH FOR YOUR KIND PARTICIPATION WHICH IS VERY MUCH VALUED AND APPRECIATED!!