

Green Street Clinic Patients Participation Group

Minutes Thursday 17 January 2013

Present: Emma Ducklin; Jill Ackerman; John Beynon; Andrew Togut; Daniela Penge; Heather King; Graham Newby; Gerry Maquire

Apologies

David May; Ron Cussons: Helen Bramley Burgess.

Agenda Issues

Extended Hours: GPs will be starting morning surgeries from 07.40 on Wednesdays from 30.1.13. Nurses will also be extending their hours to work alongside GPs one evening a week until 20.00hrs. Details will be put on the website.

Meet and Greet: It was acknowledged that we needed to “up” PPG efforts in terms of assisting at check-in, handing out the survey forms, weeding of notice boards and removal of old reading material. Emma and Gerry would try to increase their input. Request for a push will be made in next newsletter. Gill is happy to assist David with the analysis of the patient survey once it has closed.

Contact with other PPGs: Gerry is actively seeking a meeting with the Chairman of the Lighthouse Patient Forum and awaits a response after their next meeting at the end of this month. Andrew will speak with a representative of the Grove Road PPG to see if there are any lessons to be learned from their practice.

Newsletter: Heather undertook to draft our next newsletter. Items for inclusion could be

- extended hours,
- diabetic patients will henceforth be seen alternately by a doctor specialising in the disease and the specialist nurse,
- information about A&E treatment available at the surgery or locally rather than the hospital,
- Dr McNaughton to retire at end of March to be replaced by Dr. Koka
- Highlight desirability of more members for the PPG with greater diversity of age.

Terms of Reference: This was discussed briefly. Members are invited to review and comment on them at the next meeting. A copy is attached to these minutes

NEXT MEETING 21 FEBRUARY 2013 6PM

Green Street Clinic Patient Participation Group (PPG) Terms of Reference

This PPG will:

1. Contribute to practice decision-making and will consult on service development and provision;
2. Provide feedback on patients' needs, concerns and interests and challenge the practice constructively whenever necessary;
3. Assist the practice and its patients by arranging voluntary groups/support within the community;
4. Communicate information about the community which may affect healthcare;
5. Give patients a voice in the organisation of their care;
6. Promote good health and higher levels of health literacy by encouraging and supporting activities within the practice and promoting preventive medicine;
7. Influence the provision of secondary healthcare and social care locally;
8. Monitor services, eg hospital discharge and support when back in the community;
9. Give feedback to NHS trusts on consultations;
10. Fundraise for medical equipment or other facilities to improve the practice and/or fund the activities of the PPG; and
11. Liaise with other PPGs in the area;
12. Act for the good of the practice and whole patient population. Any member unable to do this may be asked to withdraw from the PPG.

October 2011