**LIMEFIELD SURGERY**

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Statement from Casey Hancock – Practice Manager

My sincere apologies for not attending this meeting. With staff shortages I cancelled a planned holiday earlier in the year and did not originally intend to be on leave when this meeting was held.

I am happy to announce that the Macmillan Coffee morning raised £100 and it has spurred the staff onto holding a Christmas Raffle we are hoping to include a food hamper, childrens hamper and framed pictures. The proceeds will go to our local hospice. If any of you would like to contribute please drop your produce off at reception. Raffle tickets will be on sale from mid-November for a Draw on Friday 18th December.

One of our nurses Anne Marie Burns is leaving us early November but we are happy to announce we have a new nurse starting with us – an experienced respiratory nurse who is also a Dementia link nurse. We shall announce her name nearer her starting date (New Year).

I would like us to hold our next meeting later in the day to try and accommodate people that work – however the Group is divided – it is Winter and people do not like coming out on dark nights etc – but we are restricting ourselves holding the meetings at lunchtime. As you know we close at Limefield at 3 and hold pm clinics at Cherry Tree, therefore I propose holding our next meeting on Wednesday 20th January 2015 at 3.00pm at Limefield Surgery. We may get few people who work part time (hopefully).

I have taken the liberty of sending this statement and minutes from last meeting to everyone who has previously signed up or wanted to volunteer for the Patient Participation Group. Please inform me either my email or phone if you wish to be taken off this list. I am just hoping that by sending the minutes out in this way – you may want to contribute suggestions, have a one to one meeting etc (if you cannot attend the meetings) – or join us in January.

I wish you all a safe winter and happy holidays.

Casey

**Minutes of Patient Participation Group Meeting**

8th October 2015 12.30pm

**Present**

**Patients:** Ann Shuttleworth, Sue Cumming, Joe Slater, Jill Marsden

**Practice:** Jane Grogan, Brenda Ralph, Caroline Butterworth

**Minutes of the last meeting**

Accepted.

**Brenda Ralph – Nurse Clinician**

Brenda Ralph introduced herself to the PPG, about her training, career and background. Brenda has spent initially 19 years in critical care (ICU, HDU, CCU) based in Manchester and Liverpool. Studied Masters via medical faculty 2000-2001. Nurse clinicians role in A&E, GPAU, MAU for 2 ½ years. GP Nurse clinician role for the past 12 years in the Liverpool area and then moved to GP surgery here to reduce travelling commitments. Brenda talked about what services she can offer to patients. Brenda can do almost everything that a doctor can do, apart from signing of sick notes (although can arrange them). Brenda does not also carry out home visits, as she is not trained in palliative care. Brenda works full time over 4 days, and Wednesday is her day off.

Sue said that her daughter had made an appointment with Brenda once but was not told that Brenda was a nurse clinician, and assumed was a doctor so stated it was important for the receptionist offering the appointments should state she is a nurse clinician. It was also mentioned there had been no posters visible with Brenda when she started to say who she was, Jane advised that there was a board in the hallway with names and photographs of the medical team who work here. Jill said that it would be nice to have everyone’s photographs visible with their job roles, or pictures on the website.

We also mentioned how we are informing everyone at the moment that they have a named GP, (Brenda is excluded from this), this is the GP the patient is allocated but does not mean they can only see them.

**Flu Clinics**

This year they are being held on the 10th (PNR) and 24th(POR) October, Saturdays, open clinics between 9 and 12.

**Patient records on website**

Joe asked if the patient records on the website contain test results, vaccination status ect. Jane explained that at the moment it is just medications, appointments. The group discussed how it would be helpful if they could see when things were due, i.e. – next smear test.

**Dementia Awareness**

Jane discussed how she was going to be the ‘dementia champion’ for the practice. We talked about possibly holding an event at the surgery. For people and families effected by dementia. Sue asked who was the dementia lead for the practice? We were unsure but said we would find out. The members discussed how it would be nice if we could hold more events for awareness of other health issues also, for example dealing with stress/depression ect. Ann mentioned that if you are a carer and register with them you are entitled to 3 therapies for £5 at the local centre.

**Smoking Cessation**

We now hold smoking cessation clinics. Paula Dobson our smoking cessation advisor holds clinics on a Monday afternoon.

**MacMillan Coffee Morning**

This is being held on Thursday 15th October 9.30am to 11.30am, including a raffle being held to help raise money. Tickets will be sold for a £1 a strip and be drawn on the day. (The PPG members said it was fine for staff and friends/family to also purchase tickets).

Ann has provided lots of posters and a banner for the outside of surgery to promote the event, as well as the two top prizes of the photoshoots. We said how we were putting together 2 hampers, one a food one, and another a pamper hamper. Various items donated, and a scarf knitted by Jill.

**Date of next meeting**

To be arranged – for January.