**HORSE FAIR PRACTICE GROUP**

**PATIENT REVIEW GROUP MEETING**

**WEDNESDAY 28th March 2018**

1. **PRESENT**

Carl Bennet Jean Waller

Sam Woodberry Dr.Singh

Sue Wyke John Brett

Nikki Ingram John Marston

**APOLOGIES** Pat Winfield

John Hanaway

1. **MINUTES OF LAST MEETING**

Minutes of last meeting were passed as correct.

Terms of reference mentioned in these were circulated by Carl.

A new Terms and Reference is being looked into. John explained he would look into this also. Attached to these minutes are a proposed Terms of Reference that will be discussed at the next meeting.

1. **PRACTICE NEWS**

The Practice Manager position has now been filled by Mr. John Brett. John introduced himself to the Group and gave a brief history of his experience etc.

Carl stated Gifford Foote wishes to stand down as Treasurer.

This prompted a discussion regarding the amount fundraised to be used to buy equipment to help patients from all 3 sites. It was discussed and agreed that this would fund 3 new blood pressure machines for each site. Jean Waller asked about an Ambulatory machine, which

Dir. Singh agreed to look into. However, the Practice has now signed up to a new service that will see blood pressure machines being available for patients to take home and record readings then return back to practice.

**Winter Pressures** – The CCG have asked Doctors to do extra slots additional to normal appointments to try and help alleviate the pressures on the Hospital. We are offering these sessions across our 3 surgeries and this service has now been extended.

**Healthy Fit Program** – Rugeley Leisure Centre is starting a course in April for 12 weeks to help with getting active. Referrals can be done through the Doctor if anyone would like to attend.

Jean also spoke about walking groups that take place on the Chase and would provide some more information at the next meeting.

Carl is already doing a fitness program at the Centre and offered to get leaflets for distribution around the 3 sites for the patients.

**Practice Targets** – Dir. Singh informed the group about the good improvements the Practice is making with regard to Flu, Pneum, Copd and e referrals.

**District PPG –** Jean Waller explained about the District PPG and the need for better communication between the levels for the groups. Jean attends this meeting on our group’s behalf and it was agreed that in future she would share any information at our PPG meeting

1. **APPOINTMENT OF NEW SECRETARY**

It was agreed to look at this at the next meeting. This must be sorted at the next meeting as Practice staff shouldn’t be doing this role and time is not allocated.

1. **MEMBER RECRUITMENT**

Sam Woodberry expressed that each member should try and talk to friends and family about the PRG and try and recruit. It was also stated that members were more than welcome to sit in the waiting rooms and increase publicity if they wished.

Leaflets and advertising around the Practice to be looked into, also the possibility of changing the time of the meetings to make it more accessible for a wider community.

**6, ANY OTHER BUSINESS**

It was asked if we could provide the DNA figures again at the next meeting as these were helpful when shown before. Nikki agreed to sort this.

The next meeting was arranged for:

Wednesday 23rd May 2018 – 12 noon at Hillsprings Surgery. The Practice will inform all members of this date.

Please let Nikki know any items for the Agenda before Monday 21st May.