**HORSE FAIR PRACTICE GROUP**

**PATIENT REVIEW GROUP MEETING**

**Thursday 19th July 2018**

1. **PRESENT**

Carl Bennet Dr.Singh

Sam Woodberry John Brett

Jean Waller Nikki Ingram

John Marston

Gifford Foote

Pat Winfield

**APOLOGIES** John Hanaway

Sue Wyke

1. **MINUTES OF LAST MEETING -** Minutes of the last meeting were passed as correct.
2. **PRACTICE NEWS**

**Procurement –** John spoke about the Procurement and where we are in regards to the tendering process and the stages to come. The Group will be kept informed at all stages of the process.

Carl told the group he has been speaking to various people and agencies about this and they all feel strongly that they want their doctors to remain how it is. This is reassuring to the practice.

Various questions were asked by the group and discussed within.

1. **APPOINTMENT OF NEW SECRETARY**

It was agreed to look at this at the next meeting. Carl had spoken to a number of interested people but unfortunately one was unsuitable and he is talking to another. He will update the Group at the next meeting.

1. **MEMBER RECRUITMENT**

The date was set for the next meeting as an evening to try and attract more members.

Media screens within the three Practices are now advertising the Patient Group.

The Group was reminded that it is in fact their group and should try and encourage more members within the community. There was a discussion about the old set up of a Group on each site. It was concluded that this is not really an option at this time. It was suggested that more work be done to educate the people of Armitage into the thinking of one Group.

The practice are happy for the members to promote within the surgery and waiting rooms at their convenience if they so wished to try and attract more members.

The terms of reference were mentioned and John reminded the group that he had previously sent them draft copies for them to look and agree on.

**6, ANY OTHER BUSINESS**

**Website** - Jean informed the Group that she had found a couple of very minor issues on the site regarding wording. The Practice explained that the initial upload of the data came from the old site, and we were waiting for a training session on amending such items. There is currently a problem with the supplier gaining access through a secure network. She also pointed out that there was an issue with Patient access. We looked into this and can now confirm that the main button icons for this on the Home page will now take patients direct to where they should be.

Also discussed the possibility of having blood appointments on Patient Access. Nikki to speak to Louise the Nurse Manager.

**Dr. Singh** – Dr. Singh thanked the group for their invaluable help and support since the development of the group. He hopes they will continue to work with the practice to improve patients and community life in general.

**Patient Survey** – John reported to the group that the recent survey carried out at all 3 sites had been very positive and favourable towards the Practice. This is much appreciated.

**Meeting Point** – The next Meeting point for Armitage will be at the Methodist Church –

14th August 2018. 10.45 am-11.15 am, Members of the practice will attend.

Housing Development –Dr. Singh asked about new housing developments in the area in the next 5 years and the projected number of new people in the surrounding areas to the 3 practices

Carl offered to speak to Cannock Chase District Council and Pat and Gifford to speak to Lichfield Council.

The **Date of next meeting** was arranged for:

Tuesday 4th September – 6.30 pm at the Armitage.

Please let Nikki know any items for the Agenda before Monday 3rd September

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