MINUTES OF THE LUPSET HEALTH CENTRE PATIENT PARTICIPATION GROUP HELD ON THURSDAY 18TH APRIL 2019, AT 13:45

**Present:** DS (chair and secretary), MC , LH, SW, YE, GH, RB, SI, JB, MM, TL, MB and EC

**Apologies:** BS, SP, SS, ML

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| **Item** | **Description** | **Action** |
| 1. | DS thanked everyone for attending and opened the meeting by introducing TL from Public Health. DS introduced MB and EC (apprentices) who are taking minutes, whom some may not have previously met. |  |
| 2.2.12.1.12.1.22.1.3 | **Minutes and Matters Arising**The PPG agreed that the previous minutes were accurate. ML apologies now added to last meetings minutes as previously missed. The following were matters arising:Spring Newsletter – DS confirmed 1,000 copies have been printed and distributed. DS and SI discussed smears. Look into producing a new Smear letter for patientsDS wrote to AAA screening and has received more information regarding this. | **RB offered to hand out Newsletters in waiting area.****DS to brief new letter****DS to produce****information leaflets for pts.** |
| 3.3.13.1.13.1.23.1.33.23.3 | **Update on ongoing Work Strands.**NHS DigitisationeRD and EPS update. DS explained what both mean to PPG and how both are being implemented. DS explained positives for both.NHS app goes live in May. App to be rolled out nationally 3rd May. Rolled out within the district - 23rd May. Patients records to be available on line to that specific person. Discussion regarding safeguarding concerns. Still to use SystmOne as well as new the app to book appts.Patient record availability. DS discussed internet access for patient records. Concerns regarding if patient were to read and be concerned about sensitive information on their record before a GP were to action it. Redaction of data such as third party information was also discussed.Reducing DNAs. MB and DS explained research MB is undertaking as part of her apprenticeship project. Both briefed what we can do as a surgery to reduce the missed appointments, such as not pre-booking Practice Nurses’ appointments and how we can change other processes we have.Active signposting – indoor walking football. Overs 50s no running, no contact football to keep people healthy. First free session, then £2 per session after. | **MB to have project ready for next meeting.****DS agreed to photocopy leaflets.** |
| 4.4.1 | **New Work Strands / Patient Driven Initiatives** Agreed that the sight loss work to be undertaken. |  |
| 5.5.1 | **Patient suggestions / comments and complaints.**NHS Choices positive feedback from a patient discussed. |  |
| 6.6.16.1.16.1.26.1.3 | **News from the Practice / Network / CCG / DH.**TL – Preventable Sign Loss**.** TL explained PSL. She discussed statistics regarding sign loss and ways to prevent it from occurring. TL introduced free at home eye screening kits. DS to speak to HCAs regarding what is discussed on new patient health check. TL to send DS small paragraph on importance of attending eye tests to be added to Summer 2019 newsletter and waiting room screen. Volunteers to email DS if interested in using vision screening kits on patients in surgery waiting room. Members of PPG have agreed to apply for the kits to use outside of the surgery (e.g. church group). APS – CCG Clinical Chair. Dr Sheppard has been elected as the new CCG chair taking over from Dr Phil Earnshaw in May 2019. Group discussed if THE GP’s working hours will change. DS briefed the group that currently no changes at the moment.Network Clinical Director. A GP from Church Street and one from Orchard Croft are both in the running to be the new Network Director. Discussion regarding combined budgets with group practices and combined network training for administrative staff.Patient Group Appts. DS explained trials that have occurred within the UK with regards to consented group appointments such as diabetics or asthma reviews. DS states statistics of 54,000 minutes of Nurses appointments saved. The PPG thought that this was a good idea and worthy of further investigation. | **SI to implement at free screening kit at St. Georges****TL to send DS PSL PowerPoints to be placed on screens in waiting area and paragraph to be placed in spring newsletter.** |
| 7.7.1 | **Staff updates**DS briefed our GP registrar Dr Katie Davies has been offered a salaried contract from the GP partners.  |  |
| 8. | **Charity update and proposals**The PPG agreed STAR bereavement and Samaritans will be the charities where the raised money is spilt equality. £250 each. | **DS to contact charities.** |
| 9.9.1 | **Pharmacy updates**DS briefed the layout change in the Boots Pharmacy at Lupset with PPG. Boots confirmed lack of shelving is due to numerous thefts.  |  |
| 10.10.110.1.110.1.210.1.3 | **News from the Patient Network Group (GH and SS).**Primary Care Home / Network identified key areas to focus on then then engage with stakeholders. DS and GH to update PPG as required.Confirmation of TRISH no longer being implemented in surgeries. LHC at the top of leader board for top response rate for ‘Family and Friends’ questionnaire but the number of returns was very low. |  |
| 11.11.1 | **AOB**SI discussed a Connecting Communities project with a kit with information provided and how to get involved. Connecting Communities is for the provision of or increase in services for over 65’s. SI wants to hold a forum meeting of interested parties to move this project forward. She is asking for volunteers from the PPG to join the forum.SI discussed funding provided to organise film club at St. Georges, SI gave dates for meeting - 15th May 11:00am.SI asked DS to have notice board for St. George’s events. To be maintained by SI  | **Any volunteers to contact SI at St George’s.****DS to free up a notice board for SI** |
| 1213.1 | **Date and Time of next Meeting** The next meeting is scheduled to be held on Monday 17th June 2019 at 13.45. |  |

Proposed PPG meetings for 2019, all at 1.30 for 1.45 start:

Tuesday 13th August 19

Wednesday 9th October 19

Thursday 5th December 19