

Minutes

PPG Meeting

Monday 9 May 2016

6:00pm

Present:	Steve Shaw (Interim Chair) - SS Gareth Brammer – GB Peter Robinson - PR Yvonne Robinson – YR Dr J Jenkins – JJ Lyndsey Holmes - LH John Roughton (Asst. Practice Manager) – JKR	
Chair:	Steve Shaw	
Minute taker:	John Roughton	
1. Welcome and Introductions	The Group welcomed Dr Jenkins, Senior Partner, and Lyndsey Holmes, our new Advanced Nurse Practitioner: introductions were made.	
2. Apologies for Lateness/Absence:	Amanda Brikmanis - AB Beryl Perrin - BP Gina Willis - GW	
3. Minutes from last meeting:	The minutes of the meeting held on 14 March 2016 were agreed.	
4. Matters Arising (not covered elsewhere)		Action / Update
i. Recruitment of new members	It was suggested that this was publicised on the TV screens in the Practice. JKR pointed out that the content of our screens was to be reviewed shortly and that would be an opportunity to consider this suggestion at that time.	

5. Practice Update	JKR gave his update on a number of topics:	
i. Staff Update	<p>a) Registrars:</p> <p>a. Drs Ho, Peracha and Irfan have left as their rotations had come to an end.</p> <p>b. Drs Murshid and Brooks have joined us.</p> <p>b) ANP Lyndsey has joined us recently and she outlined her role within the Practice.</p> <p>c) Practice Nurse: Nurse Lorraine has joined us recently</p> <p>d) In-Practice Pharmacist: Seb Gregory has joined us recently.</p>	
ii. Electronic Prescribing Service (EPS)	Training is underway for implementation date of 8 June 2016.	
6. Appointment Survey		
I. The Survey	<p>PR had led the initiative for the Citizens Reference Panel (CRP) to publish a questionnaire about appointment availability at CCG practices.</p> <p>The responses had been collated and circulated to our Group ahead of this evening's meeting.</p>	
II. The results	PR outlined the process undertaken and discussed the results achieved.	
7. Future PPG Events		
i. General Meeting	It is envisaged that our General Meeting will take place in Autumn 2016.	If members wish John to book them a place. Please advise him by Friday 27 May 2016.
ii. Networking Event	There will be a networking event at The Towers on Monday 6 June 2016 17:30 – 20:00.	

8. Primary Care Hubs		
I. Request	<p>At our March meeting PR had enquired what was the Practice's view about PC Hubs.</p> <p>JJ indicated that development of PC Hubs was in its infancy and the situation was "watch this space".</p> <p>Whilst the approach was attractive in principle to patient care/services, practical details had to be agreed.</p>	
9. Topics for next meeting		
I. The Self Care Hub	<p>The Practice had been approached for our PPG to invite Judith Whistler to make a 10 minute presentation.</p> <p>Speaker to be invited</p>	JKR
II. Future Events	For discussion	
10. Any Other Business		
I. Carer Champion	<p>JR advised the Group that there was a presentation on the afternoon of Tuesday 24th May 2016 @ South Forest Edwinstowe for anyone interested in the role of patient Carer</p> <p><i>[Post meeting note – 2 PPG members expressed an interest, but unfortunately, they were unavailable for the 24th. JKR undertook to ascertain if there were to be any further events and to try and obtain copies of hand-outs/presentations for the event.]</i></p>	
II. The Self Care Hub	<p>The Practice had been approached for our PPG to invite Judith Whistler to make a 10 minute presentation.</p> <p>This was agreed</p>	JKR
III. Meeting Minute Secretary	JKR noted with some sadness that no member was willing to take the minutes of the future meetings.	

The meeting closed at 19:30