

Minutes of the Patient Participation Group meeting on Wednesday 10th July 2013

Attendees: Doreen Rigby, Roy Shentall, Bill McCormick, Carole Roberts and Dr. Nolan.

Apologies: Thelma Clague, Carmel Worden, Carol Brown, Elaine Gaffney, Robert Edge, Gwyneth Williams, Janet Pendlebury, Sharon Orr,

Opening Remarks and Welcome – The Deputy Chairman extended a welcome to those people attending the meeting tonight.

- ⤴ Apologies for absence received as detailed above.
- ⤴ Matters arising from the minutes other than book stall related and practice related.

Open Day – As there were so few attenders this evening it was decided that who could help on the day would be firmed up at the next meeting in August. It was also suggested that a further sub-committee meeting would be necessary before the next full PPG meeting in August. The secretary to arrange for a sub-committee meeting to be held w/c 05/08/2013. It had previously been agreed that a prize draw take place on the day to help encourage patient participation. A suggestion was made that we get gift vouchers from the Post Office, these vouchers can be used at most High Street stores, also B&Q etc and exchanged for goods. It was not known if Angela had been able to contact anyone from the Know Your Numbers Campaign. The secretary to find out from Angela and report back next month. Dr. Nolan agreed that it may be a good idea to have a video running for people to see on the day about what patients can expect. Such as showing someone having a COPD 6 test and then a Spirometry test. This can be discussed further next month and if felt it would be helpful then Roy to arrange.

Chairman's report – nothing noted.

Secretary's report – Elaine had been contacted for her to design some small leaflets to be given out with repeat prescriptions. These were now available and being given out by the surgery staff at both sites. Also contact had been made with the Gazette (EVE supplement) Radio Wave and Radio Lancashire about promoting the event. All 3 said that it was too soon to send them anything as they would not feature the Open Day this early. However, whilst they would not guarantee they would use it, we could send an E mail giving details, along with any promotional posters nearer the time and hopefully they would be interested enough to promote it. Contact had also been made with Healthwatch (PPG Network Meeting) to see why we have not been asked to attend. The person I spoke to was unsure why we had not been invited but assured me we would be put on their mailing list (to receive their minutes) and were welcome to send someone

to the meetings. Unfortunately their meetings are held on the same evening as our own meetings, therefore, we could take it in turns to attend as a representative from our group. That way everyone who wanted would get the chance to go to the meetings.

Treasurer's report – Update on the PPG accounts are shown on the separate document provided by the treasurer.

- ⤴ Practice Report – Dr. Nolan re-iterated what Sharon had told us last month about the change being made to their clinical computer system and they would go live on EMIS web on 07/08/13. This was more to enhance the computer software available for staff use and it should not interfere with how patients access their on line prescriptions/appointments. Although there is to be a staff training day beforehand, there could be some slight disruption when dealing with patients until the staff have had time to get to know the changes. Posters have been put up to explain to patients, hopefully to help minimise any disruption. Dr. Nolan also said that Dr. Clark will officially become the new practice partner on 01/10/2013. Although Dr. Clark had already started working in the practice but as a locum until October. Also Dr. Baldwin had already started work in the practice as a new salaried GP.

- ⤴ Book Rota – Doreen Rigby asked for volunteers to cover the rota for the book stall until our next meeting. She will also contact any members not present at tonight's meeting, if their help is required.

A.O.B – Nothing noted.

Date and time of next meeting is 6pm on 14/08/2013 at the Bispham Surgery.