

MRS PPG MINUTES

THURSDAY 18th August 2022 @ 16.30

VIA TEAMS

Present:

Peter Barfield

Kay Caldwell

Sarah Carpenter (MRS)

Steve Essam

Jo Fried (joined 1645)

Marilyn Hurst

Davina Kinzett (unable to connect)

Vivienne Klimowicz

Liz Taverner

Carolyne Taylor

Clare Williams (joined 1700)

Apologies:

Matt Carter

Henry Fried

Dr Nirmalan de Silva

Lara Rogers

1. Update from Surgery

- Flu Clinics – Plan for clinics to commence Saturday 24th September for 6 weeks. PPG members have been requested to help with car park/queues. **(CT)** to organise rota
- Thanks were given to PPG members for their response to the Extended Access Consultation. The new contract commences at the beginning of October. Pre-bookable appointments will be available Saturdays 9-5pm. Some appointments may be at other surgeries. A Dr, Nurse and HCA will be in the surgery. Early morning and evening appointments will continue to operate. There are no plans to open the dispensary on Saturdays due to lack of funding. **(KC)** suggested that an audit be carried out at some point to measure the success of the new Extended Access.
- The new Phone system is in existence **(VK)** suggested that clarification regarding Admin and Secretary roles could be put on the website to enable patients to choose the appropriate option when ringing the surgery.
- There is a receptacle for Bra Recycling in aid of Breast Cancer. This is to be advertised on website. **(JF)** to put on local FaceBook page. Also, to send information to **(PB)** for newsletter
- Staffing – A new paramedic has joined the staff and will receive training to enable him to prescribe. A new PCN manager has been appointed.
- The surgery is close to its 16000 capacity however there are no plans to stop accepting new patients. Space is being reorganised to make more clinic rooms. Decorating is ongoing.

2. **(LT)** will email **(MC)** to set up a meeting regarding supporting children/adults with hidden disabilities. **(CT)** to be included
3. Greener Practice – Dr Thoroughgood has sourced a company who recycles blister packs -MYgroup Ltd. A box has been provided which is being kept behind Reception. The contents will be collected. **(JF)** will advertise this facility on community Facebook page. It will also be on surgery website.
4. **(JF)** to ask supermarkets about their plastic coin Charity nomination boxes as the PPG aim to use the same method to gain patients opinions on certain topics. **(JF)** to respond within 4 weeks and keep PPG informed.
5. Newsletter – **(PB)** sent a draft to members. **(MC)** to email **(PB)** with surgery news. Newsletter to be published first week in September.
6. Information display at surgery. PPG to organise information on aspects of cost of living with a view to signposting patients to organisations. **(LT)** to send leaflet to **(MH)** which may contain useful information. **(KC)** suggested that Warm Homes scheme could help.
7. A.O.B.
 - **(CT)** informed PPG that a company had used PPG email to request medical records for a patient. **(DK)** informed as DPO. NO data breach has occurred.
 - The key to patient suggestion box has been located. **(CT)** to check its contents.
 - Possible extra meeting in October for Non- surgery staff.
 - Minutes to be laminated and displayed in surgery. **(LR)**
8. Date/ venue of next full meeting. **(SC)** to discuss with **(MC)** the possibility of having the meeting at the surgery 17th or 24th November @ 1900
9. Action Points
 - **(CT)** Flu Rota
 - **(JF)** Face book page – Bra /Blister pack recycling
 - **(JF)** Talk to Supermarkets re Plastic coin charity nomination receptacle
 - **(MC)** email **(PB)**with surgery news for newsletter
 - **(LT)** email **(MC)** re meeting
 - **(LT)** email leaflet
 - **(CT)** check Patient suggestion box
 - **(SC)** to discuss holding next meeting at surgery
 - **(LR)** laminate and display minutes.