

PORTER BROOK MEDICAL CENTRE

PATIENT PARTICIPATION GROUP MINUTES

Thursday 10th April 2014

Present: Susie Uprichard Practice Manager & Business Partner
 Janice Ellis Patient Services Manager
 Dr Kirsty Goddard GP Partner
 Anne Baird Nurse Practitioner
 Raza Hussain
 Hana Hussain
 Eileen Nelson
 Tim Nelson
 Jenny Bristow
 Steve Joseph

Apologies: Dr Gurjit Barn GP Partner
 Charlie Khan
 Craig King

1. Apologies	Actions
Apologies were received from Gurjit, Charlie and Craig, with thanks.	
2. Minutes Of Last Meeting	
The Minutes of the meeting held on 20 th February 2014 were accepted as an accurate record.	
3. Matters Arising	
Chris Hanson from Shipshape has agreed to run a diet and healthy eating event at Porter Brook. A provisional date of Thursday 10 th June in the early evening has been agreed. Numbers wishing to attend may affect the type of event we are able to put on. We may have to consider getting expressions of interest in advance. Janice will meet with Chris to discuss.	Janice
4. Survey Results/Draft of Next Survey	
A general discussion took place around the recent survey results and plans for future surveys. No decisions were made. It was agreed that we would come back to this at a future date. Eileen commented that the Please Wait Here 'mat' in Reception appeared to be working well. Under the Action Plan, this is due to be reviewed in June.	
5. Patient Information – the Care.data Programme	
Susie informed the Group that there had been a six month extension to the proposed roll out of the care.data programme, until the Autumn, to allow time to raise awareness, listen and act on the views of patients and key stakeholders, and to discuss both the benefits and risks involved. Susie confirmed that the Practice had not been contacted for its' views. As more information becomes available, it will be fed back to the Group. Anyone wishing to opt out of the Programme should let the Practice know.	
6. Membership of the Group	
The Group's Terms of Reference states that members will be asked to resign if they fail to attend 3 consecutive meetings unless there are extenuating circumstances. Janice will write to those members not attending or sending apologies to check if they are still interested in being involved.	Janice

<p>It was agreed that some thought needed to go into the recruitment of new members, especially from under-represented groups. Jenny suggested that we need to make membership more appealing to those patients by promoting the benefits to them of being part of the Group. Kirsty asked each patient member to come up with one thought about why they are part of the Group or what they get from membership for possible use in a recruitment poster.</p>	<p>All patient members</p>
<p>7. Any Other Business</p>	
<p>Susie asked that the Group give some thought to areas they would like to get involved with in the future. Steve suggested that if there were any changes coming up that the Group could help with, the Practice should let them know.</p> <p>Susie confirmed that there will be a number of changes to the way services are provided in the near future. As an example, all patients over 75 will be allocated a named doctor. This doctor will be responsible for liaising with other care providers and coordinating actions as part of a joint health and social care network. Each patient will be told who their named doctor is. This will not necessarily be the doctor they see every time.</p>	
<p>8. Date of Next Meeting</p>	
<p>Tuesday 20th May at 6pm</p>	