

**BLIDWORTH AND RAVENSHEAD PATIENT PARTICIPATION GROUP
(PPG)**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 22ND JANUARY
2014**

Present - Ann Wharmby (acting chair) Dr Chui, John Hallett, Anabel Sharma (Practice Manager) Judy Bragg, Kath McCready, Keith Young

Apologies - Gillie Hagen, Brian Hagen, Linda Rickett

Minutes of the last meeting - were read as a true record with one amendment. Anabel noted that the minutes stated Warfarin patients will receive their dosage sheet the next day when this should read at the time of the patient's appointment. Proposed by Kath McCready and seconded by Keith Young

Group Business - It was agreed by all we need to boost the numbers of the Group. Jenny and John Challenger are to be invited. John Hallett queried whether Ravenshead and Blidworth needed equal representation. Dr Chui and Anabel both pointed out Ravenshead and Blidworth is one practice, whilst more representation by Ravenshead patients would be welcomed. It was agreed to try and boost Ravenshead membership by personal word and more leaflets. Ann suggested leaflets to be on tables in waiting rooms where the magazines are, Anabel confirmed there wouldn't be a problem with the cost of printing more.

Anabel confirmed the Survey had been inputted into the computer and thanked all who had helped. The statistics will be available in March - key points noted: there are 56 patients interested in the Expert Patients Programme which equates to 3 courses. It is proposed the next EPP will start in March.

Issues had been raised relating to a few patients experiencing difficulties getting through by telephone to the surgery. Anabel said unfortunately the network had gone down and the telephone provider has now been changed and response time is now much faster.

Patients will soon be able to register at a practice nearer their place of work. At the moment the practice offers appointments early mornings, and one Saturday a month, but no late evenings. With this in mind the practice is looking at extending opening hours, and will be doing an on-line survey of patients' age range between 20-65 years asking for their preference of one choice of 7.30am - 8pm or 6.30am - 8pm Monday to Friday, and 8am - 12 noon Saturday. It is hoped that targeting this age range will encourage patients to stay

Many patients are not aware of the on-line appointments facility and repeat prescription ordering. It was agreed this could be helped by more signage ie notice boards, desk and repeat prescription box.

Warm Well and Wise – Considerable interest has been shown in having another event. This will take place on Monday 7th July at the Sherwood Forest Community Church, Blidworth

Virtual Patient Group – The list is up-to-date now

Ravenshead Community Bus – A registration fee of £10 has been paid for membership. Judy Bragg advised it is hoped to get two more buses added to the fleet. Ann said ideas for trips are to use the Community Bus for an outing to Chatsworth next Christmas and maybe Barnsdale Nurseries in the summer and asked for any other suggestions.

DES Report – needs to be completed with the result of the surveys. Anabel confirmed there are 11,768 patients in the practice. The number of completed surveys total 400+ and she considered that to be a very good response compared to other practices. The statistics will be available in March

Promotion and Publicity Boards at Surgeries – Judy Bragg stated we needed to update members email addresses and phone numbers to display on notice boards. Ann objected to her personal details being displayed. Anabel suggested the Group may wish to create a generic email address with members taking charge on a monthly basis, without individuals' personal details being divulged. John suggested using Ravenshead Newsletter, whilst Anabel said notice boards could be refreshed. Dr Chui felt that the more information on – the less read.

Update from Sub-committee for Fund-raising – Ann reported that a cheque for £200 was on its way from Sherwood Forest Community Church as a donation towards the defibrillator fund. We now have a total of £326.06 in the fund.

Forthcoming events include a Beetle Drive on 24th February – discussions re posters and advertising are on-going. A progress report was given by Kath. PPG members were asked if they could contribute to raffle prizes and any help on the day would be greatly appreciated. If successful it could be held as a monthly event.

The plans for the Ravenshead Swing Band concert on 22nd March are underway.

Kath and Keith volunteered to distribute posters for forthcoming events in Blidworth and John and Ann for Ravenshead

There has been no progress made on the dance event in April as on inspection by Beverly Howard deemed the venue chosen wasn't suitable for the event. So plans are on hold.

Other future events where the PPG will be present - Ann Wharmby noted we need to know the dates of the Summer Fairs for both villages so PPG can be represented. This information to be made available for the next meeting

Finance/Bank Account - The PPG bank account has been moved to one where no interest will be taken from our account.

News from the Practice - Anabel is leaving the practice at the end of February, and Ann thanked her on behalf of all PPG members for the work she had done on behalf of the group. She replied we had been the best PPG she had worked with and could confidently leave us to get on with it. The new practice manager is to be Rick Gooch, a retired police officer from Derbyshire Police and will bring in a new skills set. He has not worked in the NHS previously, but will bring a new perspective. Anabel has trained Lynn Allsop to take over a number of tasks in order to assist Rick during the transition period.

Any other business - It was suggested that once the new defibrillators had been purchased the surgery could donate the old ones to the community. Paul Allsop had previously offered to organise training in the community. Dr Chui said there could be limitations to whether machines can be kept up-to-date. Also servicing and training would incur costs as they are older machines and will have a limited life expectancy. From a clinical point of view it is safer to have a newer machine. There will be up-dating and support of new machines from the manufacturers.

Ann suggested to the group and practice members, that we have a 'basic first aid training in the home' course for the community. This idea was very favourably received by those present. Dr Chui said he would run it past the Partners. The surgery may host and the PPG could offer support in getting information out to the community and canvassing etc.

Judy Bragg suggested a quiz could be held as a fund-raising effort and to be held in Ravenshead Village Hall. Ravenshead WI members to be asked if they could help with refreshments. Ticket price would be £3 per adult and accompanied children free of charge. Anabel suggested Judy should sort costings out and let members know. Decision to be made after this.

The meeting closed. **The minutes of the next meeting to be taken by Keith Young at the AGM on Tuesday 18th March at Blidworth Surgery at 5pm**