

**Dr S. E. Kitchin & Partners**

**The Old School Surgery**

**Stoney Stanton**

**Leicester**

**LE9 4LJ**

**Patient Participation Group**

**Date: Tuesday 26th March 2019, 12.30pm**

**Venue: Stoney Stanton Library**

**Minutes**

|  |  |
| --- | --- |
| **Attendees** | |
| Jacky Bowyer (JB)  Julie Herbert (JH)  Ann Jackson (AJ)  Nigel Kimber (NK)  Karen Smith (KLS)  Stella Woodier (SW) | Patient Group Member  Assistant Practice Manager  Patient Group Member  Patient Group Member  Practice Manager  Patient Group Member |

|  |  |  |
| --- | --- | --- |
| **No.** | **Actions** | **Who** |
| 1 | **Apologies**  Dr Steven Kitchin (SEK), Senior Partner |  |
| 2. | **Declarations of Interest**  No declarations declared. |  |
| 3 | **Anne Davies Resignation from the PPG**  Anne Davies has resigned from the PPG with immediate effect due to other commitments and meetings clashing. |  |
| 4 | **Future of the PPG**  KLS asked the group to think about how they wanted the group to work going forwards, did they want the group to continue on a formal basis or work as it has previously  The group asked which group of patients take up the most doctors time ie., diabetes, dementia, worried well, JH to speak to the doctors to gain the information.  At the next meeting it was agreed to consider the priorities of the PPG.  Communication and Education has been highlighted as priority areas.  JH to contact Teresa Stone to see if she wants to continue to be a member as she has not been to any meetings for a while. | **JH**  **All PPG**  **JH** |
| 5. | **Minutes of the Previous Meeting**  The minutes of the previous meeting was accepted as a true record. |  |

|  |  |  |
| --- | --- | --- |
| 6. | **Online Blood Appointments**  JH informed the group, following on from the last meeting was it was asked if the practice could make the blood appointments, online bookable information, JH confirmed that this had now been done and patients are making the appointments, the appointment does need to be tweaked so only blood appointments are being booked in, but on the whole is working well. NK agreed as he had managed to book an appointment is very happy with the new service available. All agreed this would be good feedback to put into the parish newsletter. | **AJ** |
| 7. | **Patient Questionnaire Results & Action Plan**  99 patients responded to the patient questionnaire, all members agreed to review the results and agree an action plan at the next meeting. JH to send out the results to all members  All agreed that the PPG should plan way in advance when they do the questionnaire again and would like the questionnaire to be accessed on line, agreed that this should form part of the action plan. | **JH** |
| 8 | **PPG Leaflet**  KLS provided the draft PPG leaflet for all members of review, all agreed that the PPG leaflet has enough information in, KLS to change the sentence that is repeated with regards to the PPG Chair and the members of group taking off members that are no longer involved.  Under the section How does it work – change to where and when.  Change when the meeting is held to be bold with the words last Tuesday every 2 months. | **KLS** |
| 9. | **Newsletter**  JH asked the group whether they thought it would be a good idea to reinstate the practice newsletter. The Group agreed that it would be a better idea to put any practice information into the Parish Council newsletter as the information is sent out to all households in Stoney Stanton. JH to find out from other parish councils ie., Sapcote, Sharnford, Elmsthorpe, Thurlaston whether they have a newsletter that the practice can put information into. | **JH** |
| 10. | **Extension**  KLS updated the group with regards to the extension, the developers have agreed to extend the timeframe for the s106 monies. 2 surveys need to be completed at the Councils request, the car park has been completed. Once the surveys have been done the practice will know if the planning can go ahead on 23rd April |  |
| 11. | **New GPs**  KLS informed the group that Dr Ghag is no longer joining the practice in April due to other commitments.  Dr Ghumra will be joining the practice on the 1st April and will be working 4 sessions a week for the practice.  The practice will organise cover and will keep the PPG up to date. |  |

|  |  |  |
| --- | --- | --- |
| 12. | **Any Other Business**  AJ asked about the out of hours appointments at Centre Surgery as her friend had attended and no appointment was available. JH and KLS informed AJ that the system was a new system and has had teething problems but all the problems have been ironed out. |  |
| 13. | **Dates and Time of Next Meetings**  Tuesday 28th May 2019, 12.30pm at Stoney Stanton Library.  Tuesday 30th July  Tuesday 24th September  Tuesday 26th November |  |