

**Minutes of the Mickleover Medical Centre – Patient Participation  
Group (PPG) meeting Thursday 7<sup>th</sup> September 2017 at 6.00pm**

**Minutes:**

1. Apologies for absence there were no apologies for absence.  
The Chair advised that Tshanda Domani no longer wished to be part of the PPG. The following PPG members attended the meeting
  - a. John Trevail – Chair
  - b. Robert Towle – Secretary
  - c. Phil Coultas
  - d. Marcus James
  - e. Liz James
  - f. John Spray
  - g. Colin Scrivener
  - h. Tove Lindgren
  - i. Sarah Cox
  - j. Carol ?
2. Minutes of the PPG meeting held 5<sup>th</sup> July 2017 were approved.
3. Matters Arising –
  - a. Roxzanna Hughes has included the PPG and the new logo onto the TV screen in the surgery waiting room.
  - b. There were no other matters arising that were not included in the agenda.
4. MMC/PPG Partnership – John Trevail’s draft proposal for strengthening the link between the PPG and the Practice along with on-going topics of interest were discussed at length. The result of the discussion are set out in an addendum to these minutes.

5. Pharmacy First – John Trevail has invited local Pharmacists to a meeting on Thursday 14<sup>th</sup> September to discuss ways that the Group could work together to promote the Pharmacy First initiative.
6. Patient Group Publicity – The PPG was being promoted on the surgery TV screen. It was agreed that information regarding the PPG would be include in any correspondence sent from the Practice to patients. The Mickleover Directory would be investigated as a vehicle to promote the PPG, Pharmacy First and other health matters.
7. VPPG – The Practice were sending out information to 50 patients at a time asking if they would like to join the PPG or VPPG. It was agreed that the next batch to go out would target younger patients to try and redress the demographic of the PPG.
8. External Affairs – The merger between the Derby Royal and Burton hospitals was likely to go ahead as the business case had been released. Marcus James has requested information regarding the merger but was still awaiting a response.
9. Practice update –
  - a. The CQC inspection has taken place but the report not yet issued. Sarah Cox advised that feedback from the inspectors suggested there were no major issues to address.
  - b. John Trevail and Colin Scrivener were spoken to by the CQC inspectors as representatives of the PPG
  - c. Dr Katherine Ash has joined the Practice from the Alvaston Medical Centre and will be conducting 4 appointment sessions per week.
  - d. Dr Charlton was standing in as a locum.

- e. Sarah Cox hoped that Dr Sood would be back at the Practice sometime next year.
- f. An advert for another Triage/Nurse Practitioner had been published.
- g. It was noted by the meeting that most GPs nationally were now on part time working due to the personal workload.
- h. The new Triage system appeared to be working well as patient complaints were minimal.
- i. The first flu clinic was to be held on September 16<sup>th</sup>.
- j. An on-line booking system for nurse appointments only was to be considered.

**10.AOB**

- a. The certificate confirming membership of the NAPP was to be placed on the PPG notice board.
- b. The NAPP conference information had been circulated.
- c. Health Watch Derby are due to visit the surgery in October but no date was available.
- d. A MacMillan Coffee was due but a date had yet to be agreed.
- e. Self-Care week was scheduled for week commencing 13<sup>th</sup> November. Practice to put posters up in the surgery.

11. Date of next meeting : Tuesday 31<sup>st</sup> October at 5.00pm.

Robert Towle

25<sup>th</sup> September 2017