Minutes of Scorton Medical Centre

Patient Participation Group Meeting

Monday 28th September 2015

Present: Staff – Dr J Dootson, C Harker

Patients –Y Boothroyd, V Cook, D Gorman, D Hill, D Jones,

J Nicholson, I Robinson, M Steckles, R Stowe, J Taylor, A Van Niekerk,

S Wardell

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| **AGENDA ITEMS** | **ACTION** |
| **WELCOME**  JD welcomed everyone and ran through the agenda |  |
| **APOLOGIES**  Apologies had been received from M Nicholson, M Pettit, R Hunter |  |
| **MINUTES FROM THE LAST MEETING**  JD asked if everyone had received a copy – all confirmed they had and agreed true representation of the meeting  MS & IR asked for the minutes from the previous meeting to be amended – they requested that SCB be amended to Scorton Community Buddies Befriending Scheme | Amended on records |
| **NEWS FROM THE PRACTICE**  JD advised Friday evening surgery times had been changed from 4.30 pm – 6.00 pm to 3.30 pm – 5.30 pm – surgery had been running on past 8.00 pm as we were open access on a Friday and felt this should remain – surgery length had been increased – Dr on call until 6.30 pm when out of hours service take over – have been some teething problems – patients who are unaware of change in time currently still being seen if arriving after 5.30 pm but will become firmer over the next few weeks  Newsletter – we have arranged to advertise surgery opening times and flu clinics in the local parish magazines – Middleton Tyas/Cowtons/Scorton  CQC – Care Quality Commission inspected the surgery on the 14th September – CH had sent an email to all PPG members advising them and offering a contact email address should anyone have wished to contact CQC – no-one had – feedback from the inspection had been limited but we had been advised it was a ‘positive inspection’ and we had not breached any of their regulations – full report would follow in approx. 12 weeks  We were only the 3rd in our area to be inspected – all inspections were initially to be completed by April of next year but this had now been extended to October – follow on inspections are to be carried out every 3 yrs but more realistically will be 5 yrs  HCA & Clinical Pharmacist – JD explained that the federation had funded a Clinical Pharmacist to work in the surgery – initially for 3 months but this had now been extended – Aman Hussain had started 1 ½ days per week reviewing procedures in various areas and wef November would commence seeing patients in relation to medication reviews  From the 2nd November we would have the services of a HCA – new role to Scorton – initially part funded for 2 years by the Primary Care Nursing Workforce Project to work in collaboration with Quakers Lane Surgery and Aldbrough St John – Sue will be working at Scorton on a Monday, QLS 2 days/wk, ASJ 1 day/wk – predominantly to carry out booked appt to release both our Practice Nurses to visit patients with Chronic health issues in their homes – they will in turn be working with the Community Matron screening patients and signposting to relevant sources/agencies |  |
| **WHERE DO WE GO FROM HERE?**  Various discussions followed  MS & IR had obtained information from various sources – MS had been in touch with Leyburn PPG – IR/MS queried registration with NAPP and how this would be paid for – ie from the surgery or would fund raising need to be organised – a bank account would need to be set up – constitution and terms of reference arranged – NAPP could help with this  MS & IR queried where meeting would be held and when – would costs be involved for hiring halls etc – JD/CH advised surgery would be available dependent on the time of the meeting  CH advised templates for ‘constitutions’ and ‘terms of business’ are available free over the internet  Various volunteers queried if this needed to be so complex – JD reiterated that this was not to be an onerous task  YB suggested we need to make decisions and decide on the best way forward for us and our constitution  Purpose of the PPG was to support and inform and work with the surgery representing the 3500+ patients  JD indicated that Leyburn PPG had been running for some time – initially practices were paid to set up PPG but that funding was no longer available  PPG to run surveys within the surgery – various suggestions followed ie – telephone system/appointment system  JD advised we had not set up a PPG when funding was available, we wish to reflect and respond on the outcome of any patient survey – we are conscious of not wanting to provide expectations that patients requests will always be met  Cost – the surgery will help with funding to a degree but we must start at a simple level  A VK suggested starting with a simple questionnaire  Various other suggestions followed  Elderly – JD advised it is not always straight forward – DBS checks required – legalities of collecting prescriptions and patients transport had boundaries  Weight Clinics were mentioned – already running in other areas so could be one to look at  MS & IR had been to a meeting with the CCG (Clinical Commissioning Group) – they are now aware of different groups the PPG can tie into  Volunteer to lead/chair group – MS confirmed she would – JD proposed her SW 2nd the proposal – no one came forward for the post of Secretary – MS suggested this be taken to the next meeting  Meetings – everyone was asked when best time/day for meetings to be held – it was agreed a Monday at 7pm  – JN offered Moulton Village Hall free of charge and JT offered Scorton Village Hall free of charge depending on bookings/times  Next meeting would be at Scorton Village Hall if available on Monday 12th October at 7.00 pm – MS to prepare a draft constitution prior to the meeting to be discussed – both CH & JD unable to attend due to annual leave - MS advised not required to attend  Everyone confirmed they agreed to be contacted by email – CH to give MS list of email address and the telephone number of any without email once she has obtained confirmation  Patient Surveys were briefly discussed again – all covered above- JD suggested ID of carers – we currently log carers but could possibly be others in the community we are not aware of  It was asked if the surveys could be put on line – CH confirmed Dr James was very computer literate and was sure this would not be a problem – VC/JD highlighted that some patients don’t use internet  There was no AOB |  |
| **DATE OF NEXT MEETING**  Monday 12th October 2015 – provisionally Scorton Village Hall (awaiting confirmation from JT) @ 7.00 pm |  |
| **CLOSE** |  |