

Minutes of the Ashenfell Surgery Patient Participation Group (PPG) meeting held on 25th. July, 2011 at 6.30pm.

Present:

Patients: David Jackson
Richard Powell (Chairman)
Mary Hampton
Janet Baker
Jane Buckham
Lesley Platt
Jill Watson

Staff:- Dr. Bermingham
Sheila Barrett (Assistant Practice Manager)
Karl Rex (Practice Manager)

1. Apologies for Absence,

Janet Baker, Denise Hall, Nichola Vaughan, Keith Maslen, Sarah Reid

2. Adoption of the Minutes of the Last Meeting

The minutes of the last meeting were approved and signed as a true record.

3. Matters Arising

1. **GP commissioning presentation:** No queries have come to the chair resulting from this presentation
2. **Photographic display:** Photographs of the PPG members are still awaited.
ACTION: ALL PPG COMMITTEE
3. **Repeat prescriptions:** Dr Bermingham reported that a trial of 2 month prescriptions had been tried in the past but it did not reduce the workload. Keith Maslen has visited the dispensary and identified space issues. PCT recommend 1 month due to evidence of waste from medicines returns. While flexibility to accommodate patient holidays will be made, the inconvenience of collecting monthly cannot be considered an acceptable cost pressure when GPs are fighting to maintain funding for surgical procedures.
4. **PPG bank account:** Due to lack of progress the treasurer and chair will discuss the most appropriate bank to open an account with. **ACTION: Richard Powell, Mary Hampton**
5. **Saturday opening:** PPG feedback on the proposed questionnaire for patients has produced clarification. Concern was raised about how early morning or late appointments could be targeted to those who don't have access during the working week. **ACTION: Karl Rex-Surgery to send out questionnaire and examine ways to ensure appropriate access**
6. **Communication to patients:** EMIS e-mail stores addresses, but cannot create a database of these to send out blind copies. A second database would be required. It would not be possible to keep both of these up to date. There is a page on the internet site and the notice board in surgery for communication. Karl Rex suggested facebook or twitter access and Mary Hampton suggested setting up a yahoo group. Karl to look into this. **ACTION: Karl Rex**
An article appeared in the parish magazine to inform patients about the PPG and has been sent to the Peak Advertiser. Sarah's concise version is on the website.

7. **Dispensary leaflet:** 180 copies have been given out in prescription bags and from dispensary area/reception.. 40 returned with positive replies. Dr Bermingham was reluctant to mail shot all the patients but will ensure copies go out with all FP10 prescriptions. **ACTION: Dr Bermingham**
 8. **Table top sale:** Lesley Platt will confirm the time with the village hall- 10.00 to 13.00 on 1st October 2011. Setting up 1 hour before with an hour to clear up afterwards. It will be advertised on the village hall website and the surgery website. Leslie will also contact Peak Advertiser and Peak Trader magazines. Jane, Mary, Janet and Jill Watson will be available to help. **ACTION: Lesley Platt**
 9. **Former chairperson:** Keith Maslen reported that he sent the committee's thanks to Chris.
- 4. Update on commissioning :** Dr Bermingham reported that a locality meeting of GPs has taken place to discuss options for cost reductions without resorting to a blanket denial for certain operations. The outcomes include:
- Developing leaflets with a lot of information on pro's and cons for a procedure, for patients to review before referral. This should reduce referrals that do not result in surgery
 - Reviewing transfer from NHS to social care to improve access to discharge and there reduce length of hospital stay
 - Agreement that each surgery has a single vote at commissioning level, rather than votes per patient population, which would penalize rural practices
- 6. Surgery Issues- Patient Support Groups:**
Dr. Bermingham had an initial meeting with Keith Maslen. Further discussion and a report will be made at the next meeting . **ACTION: Keith Maslen**
- 7. New Surgery:**
Tenders should be received by the developer by 1st August. The choice will be made within the next month. Dr Bermingham reported that the internal layout is prescribed by the PCT clerk of works and the tenders are on that basis. It would therefore not be possible to increase the dispensary size. Modern dispensary storage solutions may be able to be incorporated to alleviate the dispensary space issues. Work is still expected to commence w/b 1/9/11.
- 8. PPG Constitution**
The meeting agreed that the surplus assets would be discharged to the "patient donations" account at the surgery.
Voting rights were agreed in 4.2 for co-optees ONLY if they are PPG members. These clarifications need to be incorporated into the constitution. **ACTION: Keith Maslen**
- 10. AOB:**
Artability reported that no major fund raising was needed at present and attendance was now regularly up to 12.
EMIS access to patient records meeting was attended by Karl Rex and Jane Buckham. To be discussed at next meeting. **ACTION: Karl Rex, Jane Buckham**
- 11: Date and time of the next meeting: 26th September, 2011 at 6.30pm,**

The meeting closed at 8.10pm