

# Minutes of the Baslow Health Centre Patient Participation Group (PPG) meeting held on Tuesday 17<sup>th</sup> July, 2012 at 6.30pm.

## Present

### Patients:

Gillian Anderson  
Jane Buckham  
Denise Hall  
John Lambert  
Trish Lee  
Keith Maslen (Minuting Secretary)  
Lesley Platt  
Richard Powell (Chair)  
Lorna Wilson

### Staff:

Dr. Mark Bermingham  
Karl Rex (Practice Manager)

## 1. Apologies for Absence

Gordon McPhie, Nichola Vaughan,

## 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

**3:1. "Difficult Decisions: Healthcare for the Future" Meeting, item 5.** Keith Maslen had contacted Sue Pogson who had now produced the feedback from the earlier networking meeting.

**3:2. New Build. Item 7:1.** Karl Rex had placed notices around the surgery and on the practice website informing patients about the progress with the new surgery.

**3:3. Smoother Patient Journey, item 7:2.** Jane Buckham reported that the exercise had been useful to staff and informative for herself and Nichola Vaughan, giving a good insight to how the surgery operates and the problems encountered with the appointment system and the working environment. Karl Rex informed the meeting that the next stage is for the surgery to set up a working party. The working party will be set up after the new computer system is up and running in August as this is taking up most of his time at the moment.

**3:4. AOB Quality of food at Chesterfield Royal Hospital, item 8:4.** Lesley Platt has written to the Chief Executive

## 4. Practice Update

**4:1. New Build.** Chatsworth settlement Trust has now responded to the surgery and the developer's requests for a meeting to discuss the problems preventing the building of the new surgery. The project is now back on track with plans for a building that will be reduced in size. There is the planning application and some legal matters to sort out before the building can begin

**4:2. Smoother Patient Journey.** Jane and Nichola were thanked for their participation and contribution to the exercise

**4:3. SystemOne.** Notices have been posted in the surgery and on the website outlining the changes to the appointment system for the two weeks in August whilst the surgery changes from the old computer system to the new one.

## 5. Membership

**5:1. Update.** Three members have stood down from the committee: Janet Baker, Lynda Hinxman-Allegri and Philip Robinson. Gordon McPhie has volunteered his services which the committee were pleased to accept.

**5:2. Increasing Active Membership.** Keith Maslen has circulated information sheets explaining the different forms of Patient Reference Groups (PRGs) that have been established by various GP practices in response to the NHS Directed Enhanced Services (DES). It was considered that a general group based on a virtual patient reference group would be appropriate to extend the patient representation and to survey for opinions and Ideas on how to improve the practice's services and to disseminate information. Keith and Lesley Platt would look at the best method of recruitment. **ACTION: Keith Maslen & Lesley Platt**

## 6. Moving Forward

**6:1. Information Sheets.** Keith Maslen was producing an information sheet for patients and new members explaining the role of the PPG.

Keith asked what had happened to the appointment cards and the Practice Booklet both of which gave useful information. Karl Rex explained that the advertising which paid for the printing of the cards and practice booklet was thought to be inappropriate as it looked as though the surgery was promoting these businesses. Jane Buckham asked if the monitor which had been discussed in the past could be installed whilst we await the new building. Karl explained that the cost of installation and then moving it to the new premises would be too much. Richard Powell suggested that the PPG might fund the installation and removal if the practice could not find the funds.

**6:2 PPG Newsletter.** Keith Maslen asked the meeting if a PPG Newsletter would be appropriate. John Lambert suggested that first we need to know what would go into the news letter. Richard Powell asked everyone to send Keith, five key points that we should communicate in the newsletter. **ACTION: PPG Members**

**6:3. Funding.** If the PPG was to produce a newsletter and have a website then funding would be required. It was suggested that the PPG use the section available in the practice website. Grants are available from various sources but some will require the applicants to be constituted and to hold a bank account.

## 7. Report back on the b2Net North Derbyshire Clinical Commissioning Group (CCG) Meeting

Keith Maslen reported the following points from the meeting:

- The difference between the PCT and the CCG: CCG is local, GPs are directly involved and responsible, there is greater public involvement. It is collaborative, involving local authorities, secondary care, voluntary and social services.
- Integrated Care: Groups made up of patients, careers, local authority officers, voluntary workers and medical personnel discussed the format integrated care should follow and fed back to the whole meeting. The gists of the discussions were: Joined up planning of patient treatment, better, streamlined treatment and sharing of patient information amongst the various agencies which come into contact with the patient.
- Pam Purdue the PCT's Patient and Public Involvement (PPI) Officer explained that patients can expect greater involvement in their care following The Department of Health's white paper, *Equity and Excellence: Liberating the NHS*, which puts patients and the public first, where shared decision-making: "no decision about me without me" is the norm. It includes proposals to give everyone more say over their care and treatment with more opportunity to make choices, with information and support as a means of securing better care and better outcomes.
- Richard Bull, North Derbyshire CCG Chairman, informed the meeting that, due to government constraints, the CCG's were, to some extent, limited in their ability to act independently.

## 8. Report back on the North Dales PPG Network Meeting.

Keith Maslen reported the following points from the meeting:

- The meeting was very useful, though it could have been better attended.
- Future meetings will be open to all PPG members who wish to attend and would not be limited to two members from each PPG.
- The Derbyshire CCG faces the financial challenge of saving 7.4 million pounds. The North Derbyshire CCG's share of this is 1.2 million pounds.
- The North Derbyshire CCG hold monthly Board Meetings which are public meetings. (minutes and dates of meetings can be accessed at:  
<http://www.derbycitypct.nhs.uk/portal/commissioning/north-derbyshire/>)
- The next Dales Network meeting will be held on Monday 22<sup>nd</sup> October at 6.00pm.

## 9. Any Other Business

**9:1. Returned Unused Drugs.** Lorna Wilson enquired as to what happened to medicines that were returned to the dispensary. Karl Rex told the meeting that it was not permitted to re-issue unused medicines in the UK; these are now sent to third world countries.

**9:2. Emily's Big Walk.** Jane Buckham was given permission to place a poster regarding Emily's Big Walk in the surgery waiting area.

## 10. Date and time of the next meeting. Tuesday 11<sup>th</sup> September 2012

The meeting ended at: 8.06 pm

Would members please let Richard Powell have any agenda items for the next meeting by Monday 3rd. September, so that an Agenda can be agreed and circulated in good time.

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