

St Bartholomew's Medical Centre Manzil Way Oxford OX4 1XB
Tel 01865 242334

<http://www.sbmc.org.uk/ppg.htm>

Patient Participation Group

Minutes *v1.2 FINAL* of the meeting held on **Tuesday 26th June 2012 at 1.00pm** **at the Practice.**

(LARGE PRINT VERSION AVAILABLE ON REQUEST)

Present:

1. Sarah Betts (Assistant Practice Manager)
2. Nycky Edleston (Chair)
3. Anton Glinksi (Practice Manager)
4. Phillip Kelly
5. Sarah Lasenby
6. Janet Ledger
7. Patsie Law
8. Nick Walker (Secretary)

Apologies

1. Shallo Chand
 2. Gill Eltningham
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Previous Minutes

The previous minutes were signed after minor corrections.

Matters Arising

Emma Moorby has now resigned from the group.

Anton spoke on the Clinical Commissioning process. There was still some detail to be resolved on conflicts of interest in connection with shareholders being CCG members, particularly amongst non-clinical appointments. The Practice's view (and that of the PPG) is that there should be a zero shareholding stance for all members of the CCG.

Anton will provide a list of members of the Clinical Commissioning Board at the next PPG meeting. The majority of these are ex-members of the Primary Care Trust.

It seems likely that the Clinical Commissioning group will result in a back-office staff loss.

Timescale of the CCG

Contracts will be set each October/November and signed off by the following March. Indicative volumes of patients will allow an assessment of the business case for each treatment. There is unlikely to be new funding available.

Initially, the CCG will take over PCT's existing contracts. CCG goes live on 1st April 2013.

The Commissioning Board will step in if CCGs are struggling.

CCG terminology

Anton will provide a glossary.

More information on local clinical commissioning is available at www.oxfordshireccg.nhs.uk

It was agreed that the PPG would watch the development of the CCG arrangements with interest and provide feedback to the CCG where it had concerns, as well as keeping a watching brief liaising with other local PPGs.

Sarah B. mentioned the National Association of Patient Participation Groups.

Practice's grounds

These are looking much tidier through the hard work of the Practice's staff including the gardener. A sunken brickwork path issue was mentioned by Sarah L. Anton would investigate.

Phone system

Quotes are just in for this. The local medical committee buying group is providing a preferred supplier for this equipment.

Brookes building work

Anton announced that the new Brookes colonnade building would be opened in July 2013 (ahead of schedule). It was noted that the Practice also provides summer school medical cover at Brookes.

No shows for appointments

This still stands at approximately 15% of total appointments.

NHS Oxfordshire

Anton advised the group that a new phone service via dialing 111 (free from landlines and mobiles) will go live this summer. This is a non-emergency number run by call centre staff.

PPG members

As we currently have a waiting list of enquirers wishing to join the PPG, Sarah B. will suspend the advertising of this the time being.

Group member photo board

This is work in progress.

No-shows at PPG meetings

This would be chased up by Nick.

The meeting ended at 2.00pm

Date of next Meeting

6.00pm (sharp) on Monday 13th August 2012 at the Practice

| Action Points from the SBB-PPG meeting held on Tuesday 26th June 2012 v1.0 | |
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| Nick Walker | Produce, circulate and upload final minutes of last meeting plus Agenda for 13 th August 2012 meeting. |
| | Chase no-shows (inc. apologies) at PPG meetings |
| Nycky Edleston | Agenda for next meeting – call for items from group members . |
| Tia MacGregor/Anton Glinski | List of CCG Board members |
| | Glossary of CCG terms |

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| | Sunken path in Practice's grounds - investigate. |
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