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

Patient Participation Group

Minutes v1.4 FINAL of the meeting held on **Wednesday 12th December 2012 at 6.00pm** **at the Practice.**

(LARGE PRINT VERSION AVAILABLE ON REQUEST)

Present:

1. Barbara Gorayska
2. Nycky Edleston
3. Jennifer Hood
4. Patsie Law (Chair)
5. Sarah Lasenby
6. Nick Walker (Secretary)

Apologies

1. Anton Glinski (Practice Manager)
 2. Geraldine Coggins
 3. Gill Eltningham
 4. Jennifer Hood
 5. Phil Kelly
 6. Patricia Spencer
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Previous Minutes

The previous minutes of 21st November 2012 were approved after minor corrections.

Patsie and Sarah L reported back from the OCCG Locality Forum held on 11th December 2012 at Oxford Town Hall. The presentation shown there would be distributed to our PPG members in due course. Approximately 10 out of a total of 27 practices in Oxford attended, with approximately 20 staff, at this forum. At that meeting, it was noted that PPGs were expected to have a greater role than the previous patient volunteer groups. It was noted also that OCCG would be basing policy decisions on demographics. One of the aims is for GP practices to share minor surgeries and specialise in individual areas of practice.

The other PPGs at the forum were from Botley and Wallingford. We could perhaps learn good practice from the newsletter that Botley's PPG group produce. The Wallingford group distributes their leaflets to libraries etc and send a representative to toddler groups to engage parents' feedback on healthcare issues.

We can report directly as a PPG to the OCCG as well as through the Locality Forum. OCCG aim to hold these forums four times a year. There was discussion about whether a daytime meeting prevented some people from attending.

The Discharge to Assess consultation – the group felt we still don't have enough information to make informed comment on these proposals.

Sarah L spoke about the charity and consumer group Healthwatch (www.healthwatch.co.uk) England, which sits on the Care Quality Commission Board, and has independent statutory powers.

The PPG asked if there was a basic structural guide to the OCCG. Nick would ask the OCCG about this.

Barbara L spoke about framing questions to patients in the positive rather than the negative, in order to elicit more meaningful responses.

Sarah L asked if we could involve clinicians more in talking to us in future PPG meetings. How do we as a PPG respond to the OCCG's request for further information from groups such as ours?

We spoke briefly about the role of local medical equipment and trained personnel, e.g. for ultrasound, which would avoid patients having to travel far for these sort of appointments.

Barbara B asked if post-it note suggestions on a noticeboard from patients might be one approach to getting more feedback.

The group spoke about the short deadline and the way the emails come to Anton who then has to forward them on to us.

Nick would email the OCCG to find out the reason for the short timescale for responses. (the response back from the OCCG to Nick subsequently was that it was felt this wasn't a major change and so didn't need a long consultation period).

We would ask Fergus Campbell from OCCG to come and talk to our PPG group. We will also ask him for email contacts at other local PPGs who we can then liaise with.

We will invite other partners our practice to come and speak at our meetings.

Could we invite the social worker attached to the practice to come and speak to us, to help gain an insight into what is involved and what the issues are that could be improved operationally.

Sarah L asked if 4 patients recommended by one of the practice doctors could come and speak to the group to give their feedback and insight.

Nick would email the Scarrotts who had now missed several PPG meetings, to say that we value their input at the meetings and hope they can attend again.

Digital photos for the photoboard – *PPG* members could take these themselves to save on administration.

The charity NAPP – (The National Association for Patient Participation (website <http://www.napp.org.uk/>)) was where the terms of reference for our PPG came from them. We discussed how it might be a good source of ideas and best practice for running our PPG group.

The meeting ended at 7.15pm

Date of next Meeting

1.00pm (sharp) on Monday 28th January 2013 at the Practice

Action points overleaf/...

Action Points from the SBB-PPG meeting held on Wednesday 12th December 2012 <i>v1.0</i>	
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Slideshow of Locality Forum presentation from OCCG	Nick
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OCCG Carers' Strategy – query deadline with OCCG	Nick
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