**Patient Participation Group**

**Minutes of the Meeting**

**Thursday 5th March 2020**

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| **PPG Members** | **Practice Representatives** |
| Mark Russell (MR) | Dr Punsisi Burns (PB) |
| Cheryl Smith (CS) | Barbara Shaw (BS) |
| Michael Worrall (MW) | Laura Scott (LS) |
| Barbara Worrall (BW) |  |
| Ruth Hawley (RH) |  |

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| **Apologies** |  |
| Graham Mansfield (GM)  Sharron Bilbey (SB)  Tom Turner (TT) |  |

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| **Ref** | **Discussion** |
| **1** | **Welcome, introductions & apologies**  Dr Burns welcomed everyone to the meeting. Introductions were made and apologies noted. |
| **2** | **Minutes of the last meeting / matters arising**  ***Pharmacy & Ordering Medications:*** This is going well and there haven’t been too many problems. Pharmacies were actually in agreement with us to stop them ordering as it is more work for them to have to do this on behalf of patient.  ***Organ Donation***: has been on the radio, it should automatically kick in from 1st April. |
| **3** | **Group Consultation**  We have had to diabetes group consultation sessions; the first session 5 patients attended and the second session 7 patients attended. We have had really good feedback about the sessions. The first session had a few teething problems but these were ironed out and the second session ran better and patients were more engaged and interacted a lot more. We have had patients change their minds on treatment since attending group consultations and meeting fellow patients receiving certain treatments and sharing experiences. |
| **4** | **PCN Update**  There is a new network agreement contract coming into circulation with focus on care home management. The PCN are looking to employ more pharmacists (2 more), the social prescribing team is up and running and accepting referrals.  Beeston has a lot of care homes and our surgery has a lot of care home patients which means more home visits etc so there is some discussion around organising a care home service for later in the year as these patients are usually frail with multiple problems and medications. |
| **5** | **Broxtowe Women’s Project**  See attached information |
| **6** | **The Studio Invitation**  See attached information |
| **7** | **Terms of Reference**  MR has drafted a terms of reference for the PPG. We need to put in the principles of what practice want to do and support with but it is important the PPG members equal this and offer involvement. We may also need to have a look at including a confidentiality agreement as part of it.  We will have a look at this and put on the agenda for the next meeting. |
| **8** | **AOB**  ***Voice Message*** – it was raised that Dr Jacklin is still the voice on the phone when calling the surgery - advised that this is in the process of being changed over.  ***Covid 19 –*** RH asked with regards for plans being put in place for patients that couldn’t get out in terms of ordering medication. PB commented that it is difficult as we don’t want patients to stock pile medications so at the minute we can only wait and see what happens. We can encourage patients to sign up for online access to allow them to order medications but we may have to look at implementing a telephone ordering service at some point. The PCN have had discussion around what would happen if a practice had to close and how our patients would be seen.  The PPG may be able to think about how they could possibly help patients in the community who will struggle to get out due to shielding/isolating. |