

Manor Medical Practice – Patient Participation Group

Aide Memoir of the meeting on Tuesday, October 11th at Girlington Surgery.

The meeting began at 3pm.

Present: Rafiq Seghal (Chair), Dale Fickés (Vied-chair), Jamshad Seghal, Ann Najib, Alison Richards, Ann Griffin (for Caroline Davison), Catherine McLaughlin, Richard Bailey.

The purpose of the meeting was to make arrangements for the Open Day for the Practice on Wednesday, 19th October at 1-30pm. This was to coincide with the Open Afternoon for Flu jabs which members of the PPG would attend to meet patients and to talk to them about the practice and the purpose of the PPG.

Alison Richards presented an A4 leaflet together with a questionnaire which would be made available to patients. It was agreed to make sufficient copies of these to be left at the reception desk at both Girlington and Allerton surgeries.

It was agreed that the members of the PPG would have a group photo and individual photos taken for the Web site.

The following points were made:

- Wednesday 19th October is an open session for flu jabs.
- The members of PPG would be present to circulate and talk to patients.
- Representatives of Café West, Girlington Community Centre, and Carers Resource would be invited to be present.
- A private room would be available for any whom wished to talk confidentially.
- Printed information (as detailed above) would be available.
- Doctors would be present.

There is the possibility of the attendance of the T & A.

PPG members were asked to arrive at 1pm.

A review of the afternoon to be included in the Agenda for the meeting on November 30th at 1pm

Among other topics discussed were:

- The regular updating of the Website.
- To ask a pharmacist to be present (there seemed to be a mismatch between the practice and the pharmacies).
- Updating the PPG on problems over access to the website

RWB