**MINUTES OF CASKGATE SURGERY PPG MEETING**

**17th February 2015**

**PRESENT**: F Kirkman (in the Chair) T.Juhos, S.Thorpe, K.Rawson,

S. Horner-Glister, A. Smith, K. Thompson, M. Thompson,

D. Heppenstall, B Marriott.

Staff : Dr Green, P Steadman.

**APOLOGIES:**  L. Westnidge, D & H Seymour, C Waterman,

L. Lusher.

Minutes of meeting on 2nd December were approved.

**MATTERS ARISING**: New Text service has been installed.

In January: 273 DNA. Suggest make notice on board larger.

**ANY OTHER BUSINESS:** EPS problems between Surgery and Chemist. Dr Green commented re system and suggested patients discuss with individual GP. The Chairman will visit Boots.

NHS England requirements: Already agreed Priorities 1. Urgent/same day appointments and 2. DNA rate and subsequent action already agreed - add 3. Feedback forms.

Adding PPG details to Practice website. Agreed but not happy about names on website.

**Vice-Chairman**: Keith Thompson was appointed.

Agreed Feedback forms will be put into letters re Tests etc.

Inform Nursing Homes of PPG and Sue will take notices to Homes.

Healthwatch meeting: St George’s Hall, 18/02/15 10-12md.

Saturday Surgeries: Feedback good but still some DNA.

Set Dates for meetings: Quarterly: commencing 2nd Tuesday in May and subsequent 2nd Tuesdays quarterly.

Times for checking test results: Pam will speak to staff and suggest change to: From 2pm onwards.

Meeting closed at 6.50pm.

**Since the meeting we have been invited to attend Cleveland PPG on Wednesday 15th April at 6pm – please let Pam or Sheila know if you wish to attend.**

**NEXT MEETING**: The Surgery, Tuesday 12th May at 6pm.