

**ACTION PLAN 2015**

<b>Identified area for improvement</b>	<b>Proposed Action</b>	<b>Date discussed and agreed with PRG</b>	<b>Date for Completion of Action/Timescale</b>	<b>Responsible Person</b>
FFT response rate	To try and increase the response rate of the FFT by staff asking more patients to complete.	17.02.15	Ongoing Review at next meeting	M Field
Access	To continue to work with the CCG to deliver specifications to allow funding for workforce into the surgery and maintain the current number of GPs and ANPs	17.02.15	Ongoing	M Field
Newsletter	Continue to produce throughout the year with updates in the practice	17.02.15	Ongoing	M Field
Relocation	Continue to liaise with relevant bodies to secure the relocation of the surgery.	17.02.15	Ongoing, expected 2016	M Field