

Patient Participation Group
Wednesday 19th February 2014

Attending: Dr Derek Say, Marsha Raynes, Brian Daniels, Marilyn White, Linda Bainbridge, Susan Wietscher, Jean Hirst, Barry Winterbottom, Keith Emsden, Sarah Wylie

Apologies: Becky Clowes, Richard Nayar, Chelsea Caine

1. **Meetings of last meeting** – slight alteration on item 5. To say Brian Daniels ‘commented’ on the Network meeting. Otherwise agreed
2. **Financial report** – Barry said that the account still had a balance of £348.00
3. **Patient survey** – Keith said that he had, had a meeting with Marsha, Dr Say and Susan to discuss the survey. Various improvements had been recommended such as: a cycle bay, signage for the car park. Reception had good feedback, medical staff feedback was outstanding. The appointment system also had good results. The most disappointing aspect was that many patients were unaware of the PPG. Keith said that the group therefore needed promoting. Various ideas were to display a poster in both surgeries, in Your Mag, the library and the local chemist. It appeared that not many patients were aware of the Out of Hours service. A large number of patients thought that a newsletter would be beneficial. The group were pleased with the overall results and Dr Say said that it was important to feed back to the patients with the improvements that the surgery could make. Keith and Sarah were going to get together to tidy up the questionnaire ready for the website. Keith said that he would have this completed by the following Wednesday for Marsha.
4. **AGM** – Brian said that he had done a report for 2013 and Dr Say commented that it was very good. The AGM would be on Wednesday 19th March at 6pm for 1 hour. A poster would be displayed at Kiveton, Harthill and the local chemist to inform patients of the meeting. It was decided that it would be held towards the bottom of the building (nurses end) and a projector, screen, tea and coffee would be made available. Helen Wyatt, Ken Wyatt and Gary Charlesworth would be invited to the meeting. Brian would discuss the past two years and the future plans for the group. Brian would speak at the meeting along with Barry (treasurer) and Dr Say.
5. **Building development** – no news
6. **Practice News** – Dr Say said that Dr Andrew Grafton was going to work in New Zealand for three months, but cover had been arranged for his absence. Marsha said that Dave the caretaker had retired and Howard Marsh has replaced him. Dr Say told the group that the surgery were due to have a ‘scrutiny’ meeting the following Wednesday with Rotherham Council and wondered if any the group would like to attend. Jean Hirst and Barry Winterbottom said they would attend.
7. **A.O.B** - Linda Bainbridge said that she had read all the information about the Data Sharing for patient’s records. She said that she had been so annoyed about these that she had photocopied her opt out form and distributed forms around the village. She said that she wanted the group to know she had done this independently and not as a member of the PPG.

Date of next meeting: AGM Wednesday 19th March

