

Robert Frew Patient Partnership Group
Minutes of 23th Meeting Held 16th April 2012
At The Robert Frew Medical Centre

Present

Jacqueline Coleman	Chair
Jennifer Wall	Treasurer
John Langley	Secretary

Dr Chakera, Carole Groves, Colleen Shelley, Ernie Tomkins.

The meeting commenced at 6.55 pm.

23/01 Apologies

Apologies were received from Gareth Williams and Carol Jones.

23/02. Minutes of meeting dated 19th March 2012 & matters arising.

23/02.1 The Minutes of the previous meeting were accepted as a true record and signed accordingly.

23/03 To formally accept the Practice PRG Report 2011/2012

23/03.1 The group unanimously voted to formally accept the PRG Report 2011/2012, to which they had contributed significant input.

23/03.2 Further, the group expressed a desire that the PCT fully recognise the efforts of the Practice in compiling and submitting this report (in regards to complying fully with the PRG DES) and hoped that the PCT would give this due regard during their deliberations.

23/03.3 Colleen Shelley reported that a response from the PCT advising on the status of compliance with the PRG DES service specification was anticipated in early May 2012.

23/04 Review fundraising letter responses to date

23/04.1 Disappointingly only two responses to this letter have been received so far: one from the Shadforth Pharmacy group and one from Ford Motor Company.

23/04.2 The Shadforth group indicated that they did not undertake specific sponsorship but that they would be prepared to consider supply of the necessary equipment at a reduced price.

23/04.3 Ford Motor Company advised that, whilst the parent company did not undertake sponsorship, their subsidiary, the Ford of Britain Trust handled such matters. They further advised that information on eligibility criteria and an application form could be found on their web site. Jennifer Wall agreed to research this further and, should we be eligible, submit an application.

JW

23/05 Actions required to provide waiting room information

23/05.1 After a long discussion the group concluded that this item could be best addressed by combining it with the next agenda item (dissemination of health awareness information). Consequently further reference should be made to the next minutes below.

23/06 Discuss how to disseminate health awareness information

23/06.1 The meeting decided that, perhaps the best way to address these subjects would be to support a rolling 12 month information campaign (posters, handout leaflets, etc) linked to national promotions on the same subjects (No Smoking Day, Parkinson's Awareness Week, etc).

23/06.2 The intention would be for each month's information to be accumulated in folders in the waiting room, thus building a condition specific library.

23/06.3 It was recognised that this approach would need to be discussed with the practice nursing staff to formulate a concerted approach and to avoid conflict with their plans. Colleen Shelley offered to initiate these discussions. CS

23/06.4 Should the plans subsequently benefit from a PPG member occasionally being available in the waiting room, Carole Groves and Jackie Coleman offered their services. CG
JC

23/06.5 John Langley offered to carry out some research to establish the availability of some form of national listing of these promotions and when they were occurring. JL

23/07 Report back on CQC workshop in Birmingham

23/07.1 John Langley briefed the meeting on a workshop he had attended in Birmingham organised by the CQC (Care Quality Commission) and NAPP.

23/07.2 The workshop was to investigate how the CQC could work with PPGs in the upcoming primary healthcare inspections.

23/07.3 The subject gave rise to a healthy discussion around the advantages and disadvantages of PPG involvement in this process and John Langley promised to circulate the de-brief notes to the group as soon as he received them from NAPP. JL

23/08 Date of next meeting

23/08.1 The next group meeting will be held on Monday 21st May, 2012.

23/09 A.O.B

23/09.1 Ernie Tomkins asked if the group could organise a 'painting party' as the surgery was looking a little 'tired'.

23/09.2 Colleen Shelley responded that the insurance claim concerning subsidence would need to be resolved first as that may well result in significant redecoration under the claim.

23/09.3 There being no further business, the meeting closed at 8.17 pm.

Robert Frew Patient Partnership Group
Minutes of 23th Meeting Held 16th April 2012
At The Robert Frew Medical Centre

Signatures

Chair

Vice Chair

Secretary

Treasurer