**The Homewell.Curlew Practice**

**Minutes/Action Points – Patient Participation Group Meeting**

Tuesday 26th January 2016 at 10am

Present: Mr Saud Doha, Miss Sandra Gage, Mr Maurice Trotman, Mr Benjamin Onwuma, Mr James Adewale, Mr Jamel Ahmed

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| Agenda Item | Person  Responsible | Outcome/Further Action | Actioned By |
| Welcome | SD |  |  |
| Minutes of meeting | SS | A summary of the conclusions of the December meeting was given. Prescription process, and Patient communications. |  |
| Web GP pilot | SD | SD fed back to the group that after 3 months of pilot Web GP – there had been a poor uptake and it was decided not to be appropriate for the surgery. |  |
| Prescription process update. | SD and SG | The main conclusion is that more needs to be done to encourage patients to use EPS. Suggestions were:   * A poster at reception * Prepare a fact sheet showing the advantages of EPS over paper scripts and explaining the process. * Give the fact sheet to all patients who visit reception to collect their paper scripts. * Invite a pharmacist to sit in reception and lobby patients. | SD to evaluate options and implement most suitable. |
| Local care record pilot | SD | SD informed the group about the launch of local care records which is a new and exciting software that will allow GP practices to access patient information at hospitals instantley eg hospital letters, x ray results etc  This project is the first of its kind within Southwark and the practice have been involved n the project since September 2015. | All -> SS |
| My Health locker project. | SD | Potential funding is available (£1000) to support the project. Application needs to be in by March 15th.  MT informed the practice that his application was slow and and lengthy process. | SD to try and acquire more information. |
| Patient Communications | All | There was some discussion about the use of social media and this was not thought to be useful in this context. | SD |
| AOB – date of next meeting | SS | AOB items:   * Increased signage for the use of CCTV was recommended by the group.   **The next meeting will be in April- email will be cascaded to the group nearer the time.** |  |