

**Dr I. Rasib and Partners: GP Suite Cannock Chase Hospital.**

**Minutes of the Patient Participation Group, (PPG) meeting held 22<sup>nd</sup> March 2022,  
12:00 pm in the GP Suite, Cannock Chase Hospital.**

**Present:** Rosie Davies; David Stagg; Janice Lloyd; Sue Andrews.

**Apologies:** Pam Burlingham.

**Welcome:** Rosie Davies welcomed everyone to the meeting and confirmed that she now had increased responsibilities within the Practice and would be attending the PPG meetings in the future and would report back to Sam Rasib who would not be attending the meetings. It is hoped that members of the PPG will run the meetings and one member will be responsible for taking the minutes. Sue Andrews agreed to take the minutes of this meeting.

**Terms of Reference and Membership of the PPG:** David Stagg provided copies of the 'Terms of Reference and Membership of the PPG.' It was agreed that these would be discussed and reviewed at the next meeting.

**PPG Display Board:** Rosie reported that she had tweaked the items on the PPG Display Board to make it a bit more eye catching. She will revise the current information regarding the PPG and the Buddy Scheme to make it more easily 'readable.' Information regarding the Buddy Scheme will continue to be available in the shape of leaflets in the surgery. Two points were made by members, firstly, do we have the volunteers to run the scheme? Secondly, any volunteers would need a DBS Check.

**Recruitment to PPG:** We need more members to join the PPG. Rosie reported that details of the PPG go into the patient Pack for New Patients. It was suggested that texts could be sent out by the Practice encouraging patients to find out more and to possibly join the PPG. David confirmed that the 'Virtual' PPG that had been set up had ceased to operate. Rosie suggested that it might be useful to start this up again and will look into it. David raised a question of data protection regarding patient's email addresses used for any virtual group.

*Up Date: Texts will be sent to patients shortly inviting them to join the PPG. If patients wish to join a virtual group, they will be asked to sign a form, for data protection, agreeing that their email address may be used by the Practice.*

**Group Matters:** Janice Lloyd reported that it was difficult to obtain ongoing supplies of prescription and medical items from the surgery when these had first been prescribed by hospital doctors or, for example, district nurses. Rosie agreed that this could be a problem due to lack of communication but a message regarding these items, or any prescription, could always be sent to the GP via a message on the Patient Access website or the NHS App.

In answer to a query regarding 'face to face' appointments, Rosie reported that DR Saunders saw patients on a Wednesday and Mrs Kaur on a Friday. Mr Singh, the Pharmacist gave more 'face to face' appointments. The Practice hopes to offer more of these appointments from 1<sup>st</sup> April.

David reported that despite signing a form to prevent the government supplying his, and his wife's medical data, to other parties, his wife had still received a communication with respect to taking part in a research program. Rosie will make further inquiries.

**Date of Next Meeting:** To be confirmed. Sometime in June.