

# Minutes

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## Patient Participation Group

Wednesday 30<sup>th</sup> March 2022 – 12:00pm

Western Elms Surgery    Chair    AP    Minutes    LL

1.	<p><b>Attendees:</b></p> <p>PPG: Alan Porton, Susan P, Susan J, Beti W, MrG, June, Philip, Hazel A, Debs, Norman, Hazel McC and Shaheen</p> <p>Surgery: Lisa, Angie, Natalia, Jane and Lucie</p> <p>Apologies: Peter, ChrisG, Marilyn and Alice</p> <p>Due to current Covid restrictions, we held the meeting virtually using zoom.</p>		
2.	<p><b>Matters arising</b></p> <p>Alan started the meeting by welcoming everyone, hoping everyone has been keeping well.</p> <p>The minutes of the last meeting need amending to reflect that Debs gave her apologies to the meeting and Susan P was in attendance. Philip requested that the note regarding him needs to be deleted. The minutes were voted as accurate and accepted.</p> <p><b>Fundraising</b></p> <p>Easter Market, 9<sup>th</sup> April @ 11.30am-1.30pm at The Grange.</p> <p>June confirmed that the hall will be open from 10am to set up the stall. The church is selling books, but it was agreed that we would bring some along too to try and sell alongside the knitted products. June is happy to run the stall and it was agreed post meeting that Jane Kellow, deputy practice manager will go along to support June and Marilyn at the event.</p> <p>Regarding future fundraising, Alan suggested that members email the surgery with potential fundraising ideas and events, and we can discuss at future meetings.</p> <p>Norman asked if there had been a response to his query last time regarding blood tests. Lisa commented that the matter is still being investigated and she will be in touch.</p>		
3.	<p><b>Financial</b></p> <p>The balance for WES and CL has not been changed. The reports were voted as accurate and accepted.</p>		
4.	<p><b>Surgery News</b></p> <p><b>Staff changes</b></p>		

	<p>Lisa commented that she met with a GP yesterday and was excited that they may potentially join the surgery soon. There was also another GP candidate whom they met with a month ago, however they were not looking for work until around September. We have a full Physicians Associate team, consisting of Helga, Nirali, Marion, Mingma and Beccy is hopefully joining soon once she has passed her exams. We have three new receptionists, and reception training will be taking place in April/May along with conflict resolution training which we hope will be beneficial.</p> <p>Lisa informed the group of a GP service which we have been using over the past couple of months. Livi is a remote GP service which covers primarily mental health queries. They are a consultancy type service which other local practices are using too. We have received good and positive feedback and they debrief with the lead GP daily. It has allowed us to increase our supply of appointments.</p> <p>MrG asked whether Sarah Botting has left the surgery. Lisa advised that she left in February and has moved to Tilehurst Surgery (The Potteries). Laura Hallett also left at the beginning of March and has moved to Emmer Green Surgery having taken up the post of deputy practice manager there. We wish them both well.</p> <p><b>Covid 4<sup>th</sup> vaccinations</b></p> <p>Alan asked how the NHS is inviting patients along for the 4<sup>th</sup> Covid vaccinations. Lisa responded that surgeries have been asked to provide lists and you will be contacted by NHS England as and when it is your turn.</p> <p>Susan J commented that she is currently volunteering at Broad Street Mall at the Covid vaccination centre. She advised the group to remember that you are not eligible for your 4<sup>th</sup> vaccine until six months after your booster.</p> <p>Hazel A advised the group that she had received a text and email regarding her fourth vaccine from the NHS and it informed her how to make the necessary arrangements.</p> <p><b>Government directive regarding extended Saturday opening hours</b></p> <p>Alan wanted to understand whether the surgeries needed to take any action regarding opening on Saturdays. Lisa advised the group that WES already offers Saturday afternoon, Sunday, and Bank Holiday appointments, however they just take place elsewhere and are run by a consortium in Central Reading. The CCG procures this service on our behalf, and it allows for economies of scale to enable it to move around the different areas. If we have to work later in the day, it is likely the appointments will be diluted across the day. It does not change the issue with GP recruitment!</p>		
5.	<p><b>PPG Issues</b></p> <p>There were no issues raised for WES</p> <p>MrG asked about the monthly newsletter and Lisa advised that this will be distributed in April.</p>		

6.	<p><b>Patient Voice</b></p> <p>Susan J commented that the key messages to come out of the February Patient Voice meeting was to encourage patients to have their vaccinations and boosters' and the common thread was to try and encourage under 55-year-olds to join PPGs. They are looking at different methods to try and get more participation from this age group.</p> <p>Susan confirmed that Wendy, Chair of N&amp;WR Patient Voice Group is standing down Karen who is currently vice chair has agreed to take on the role as Chair. Alan would like Susan J and Hazel McC to express our thanks for all of Wendy's efforts over the years.</p>		
7.	<p><b>AOB</b></p> <p>Philip commented that he felt the websites need updating and was struggling to find the constitution for the PPG. Lisa advised that the two websites run separately, and the plan is to merge them and have one dedicated website for all information. Lucie to get the constitution uploaded onto the websites.</p> <p>AP closed the meeting by thanking everyone for attending.</p>		
9.	<p>Date of next meetings:</p> <p><b>Wednesday 27<sup>th</sup> April – 6.30pm</b></p> <p><b>Wednesday 25<sup>th</sup> May – 12.00pm</b></p>		