

Clanricarde Medical Group PPG

MINUTES FROM THE MEETING WEDNESDAY NOVEMBER 14TH AT ROWAN TREE SURGERY

PRESENT: Denise Netherton, Tony Colwell, Tricia Forsythe, Penny Hall, Graham Marshall, Charles and Sandra Neve, Hazel Nightingale, Don Sloan, Jan Tan and Denise Watts

1. APOLOGIES: David Lattimer, Rowena Dove, Pat and David Gross, Judy

As there were no matters arising from the last meeting the Minutes were approved.

TF welcomed a new member, Jan Colley, who has volunteered to join the Committee.

4. NEWSLETTER: Everyone approves of the new layout of the Newsletter. Charles was congratulated on his hard work. Charles has two items in hand for the next edition. He is to discuss this with HN.

2. HEALTH WALKS: Jan reported that the Health Walks had been successful with 8-10 walkers on each walk. More helpers had been co-opted and training had been provided to the walk leaders, who also reconnoitre walks and completed paperwork for each walk.

In order to attract more walkers it was suggested that the next Newsletter advertises walks and possibly Bianca could give information about the walks to her patients.

Debate ensued about the name "Health Walks" and the target audience. There were suggestions that there should be easier walks although JT pointed out that the walk leader divides the groups into "walkers" and "slower members". There is usually a half way point where walkers can turn back. JT suggested that next year's programme starts earlier in the year in order to offer a full programme.

There was a long debate about the possibility of joining High Weald in their programme of organised walks with school children. HN expressed concern about the possible need for volunteers to undertake DBS checks (Disclosure and Barring Service).

Health Walks will continue in the present format: not to embrace the whole community but to encourage more surgery patients. DW will ask Barbara Cobbold to help in this regard.

DS raised the position of insurance cover for walks. TC confirmed cover is in place and adequate.

3. REPORT ON CCG MEETING: MTW Trust is out of special measures but has failed to achieve targets on cancer treatment, non-urgent surgery and A & E waiting times.

West Kent CCG has been rated as "Good".

A leaflet called "Difficult times, tough decisions" was given out for completion by patients. This refers to the need of balancing the different types of treatment against the benefits they give. The leaflet particularly refers to IVF and for this reason people of 18 – 45 are asked to complete the form.

If 10 leaflets are returned from the PPG it will be rewarded with £100.

5. PRACTICE NEWS: DN reported that 3 reception/admin staff had left but 2 had been recruited and were now in training.

Telephone answering times will come in line with both surgeries.

Dr Gilani will be leaving at the beginning of January and recruitment for her replacement is underway.

It was confirmed that all medical reports initially go the Clanricarde (Charles please note). Clanricarde and Rowan Tree have a central electronic post received system and the teams at either site will manage this. The NHS is moving towards sending and receiving all post electronically between NHS organisations and providers. Hard copy post can be delivered to either site and this is scanned on to the electronic systems and can be viewed from either site.

DN asked if it would be helpful to increase the number of “on the day” online appointments. These would be spread throughout the day.

6. AOB: Charles asked that TF and HN work on the PPG Terms of Reference which he has amalgamated.

TF asked Committee members 1 questionnaire each of “Tough Decisions” completed so PPG could receive payment from CCG.

TF suggested that she and HN share the position of Chair.

7. Date of next meeting: TBA

The meeting closed at 19.45 hrs.