

**MINUTES OF THE PATIENT PARTICIPATION GROUP MEETING HELD
ON 21ST AUGUST 2012**

PRESENT:

Florence Gunn	Nurse Practitioner
Clare Furey	Administration Supervisor
Tim Wright	Patient
Gaynor Mitchell	Patient
Sheila Brown	Patient
Dave Green	Patient
Eveline Robbie	Patient
Marjorie Robinson	Patient

APOLOGIES:

Gwen White
Kay Marshall

- **INTRODUCTIONS** – Gaynor Mitchell (new member) introduced herself. Suggested that the group liaised with “Sunderland Link”. She will e-mail a newsletter to **CF** who will forward it to the rest of the group. **GM** also requested **CF** to e-mail any relevant documents from previous meetings to her.
- **NOTES FROM PREVIOUS MEETING, RESPONSE FROM THE PRACTICE.**
 1. **FG** advised that the leaflets in the waiting room are checked weekly. The majority of the leaflets are provided by the Government or PCT. A television in the reception area has been considered in the practice however the cost is approximately £4000 and there are no funds available at the moment. A photograph board of practice staff has also been discussed in the practice and received a mixed response. **FG** will bring it up again at the next staff meeting and report back at the next PPG meeting. The PPG group already has input into the practice newsletter. **ER** commented on the position of the GX board – **FG** said that she would discuss with the practice manager.
 2. Workshops and forums have been discussed in the practice. A meeting was held with The Carers Society who are planning a session within the healthcentre advising patients of the services they provide. The manager of the healthcentre has agreed that information forums can be held in the meeting room on the ground floor. **FG** advised group that they need to decide what subjects/conditions they would like discussed at the forums and then appropriate speakers could be found. Obviously costs will be an issued but the subject has been discussed with Hylton Medical Group’s practice manager who is keen for his practice to be involved in the forums. **DG** suggested that one way of keeping the costs down could be asking nurse practitioners and practice nurses to be the speakers for subjects such as Diabetes, Asthma etc.

3. **FG** advised that Dr Bagchi's practice are currently not interested in being part of the Joint PPG or the survey. It was agreed that the survey should be arranged soon so that the group have feedback from the patients. It should be carried out on a one to one basis as well as by using anonymous forms for patient to complete and return to reception.
4. We already hold joint meeting with the Hylton Medical Group PPG. Gloria Middleton from Sunderland Clinical Commissioning Group is in the process of contacting patients interested in becoming members of a locality or city wide PPG.

DG suggested that the group concentrate on establishing the practice Patient Participation Group for the next year rather than becoming involved with other groups. **TW** feels that attending the Joint PPG Meetings is not a good use of his time. **DG** suggested two volunteers be requested by **CF** by e-mail prior to the next meeting. **FG** pointed out that although all members of the group were invited to the meetings they did not need to attend if they did not want to. The next joint meeting is to be held at **5.30pm on 11th September 2012**

- **FG** advised that the practice has two new members of staff Katie Laidler – Receptionist and Hazel Taylor – Nurse Practitioner
- The outreach service at Sainsburys has been suspended for the time being.
- **The date of the next Patient Participation Group Meeting will be 25th September 2012 at 6.00pm**