

MINUTES OF THE PPG MEETING

5th November 2009

Thursday 5th November 2009

1. Present

Anthea Christie, Pam Curry, Dr. Adrian Dalton, Sheila Ferguson (Chair), Suresh Gogna, Tony Griffiths, Kate Grinsted, Karen Holmes, Bill Joy, Vivien Walton.

2. Minutes of Last Meeting

Bill Joy proposed that the Minutes of the last meeting represented an accurate record of events.

3. Matters Arising

Complaint to PCT

It was agreed that the PPG has to decide whether to drop the complaint or whether to follow it through. Karen was asked if she could put this item on the Agenda at the next locality meeting. Adrian will send an e-mail to Dr. Jonathan Brudney – lead GP for the locality. Adrian felt that it was an important enough issue for the PPG to follow up. It was agreed that Tony and Karen would draft a letter to the Chief Executive – Lise Llewellyn – detailing the history of the complaint.

4. Flu vaccination

The practice has just received its first delivery of swine flu vaccines. Letters will be sent out to patients who have been prioritised by the Department of Health to receive it over the next few days.

The seasonal flu clinics at Datchet and Wraysbury Halls went well and were well received by patients. Adrian proposed a vote of thanks to all the PPG members who helped out with teas and coffees.

5. Patient Newsletter

Sheila is aiming to produce the next newsletter for distribution the first week of December. This will be discussed later in the Agenda.

6. Wraysbury Premises

The partners are currently awaiting confirmation of funding from the Strategic Health Authority for the Datchet project to facilitate development into a training practice. The

refurbishment of the facility at Wraysbury will cost the partners some £50,000 and quotes for the work required have almost been finalised.

7. Patient Newsletter

Sheila indicated that she would put a copy of Adrian's "Questions and Answers" article around patient access on the PPG notice board. Anthea suggested that we should list when each doctor works. Currently this is done via the patient leaflet and the practice website.

The Health Education Evening will feature in the next newsletter and Sheila intends to write a piece on being healthy at Christmas. Karen will ask Dr. Wallbank if she would be able to write a short article on planning a pregnancy. There will also be an article around swine flu and swine flu vaccination. Karen will provide Sheila with the at-risk groups. Sheila also asked if Karen could provide future training/practice closure dates and advise patients what type of training is undertaken during these sessions.

Vivien suggested that we could include an article around the out of hours service, which is good in this area. Sheila asked what the procedure was when a patient phoned the out of hours service. She will phone them to find out and contact Dr. Mick Watts for his input. It was agreed that it would be a good idea to develop an out of hours page for the practice website.

The out of hours district nursing service was suggested as a possibility for a future article, as were the social services and mental health rapid response/crisis teams. It was also agreed that a feature on the locum doctors that we use would be welcomed by patients.

Kate, Anthea and Sheila offered to help with production/stapling of the newsletter if required.

8. Health Education Evening

Asthma has been suggested as a good topic for a health education evening. It is a big topic to cover. One potentially good speaker is Dr. Richard Russell and the practice Specialist Respiratory Nurse, Cathy O'Brien, could also be asked to speak.

Kate, Anthea, Vivien, Adrian and Karen all volunteered to form a sub-committee to drive forward the arrangements for the next evening meeting. The venue will be Wraysbury. An initial meeting will be held on Thursday 12th November at 1.15pm.

9. Any other Business

Bill was thanked for handing out practice newsletters. Our supply went quickly last time and additional copies had to be run off.

Karen will send Sheila the DNA figures for October by e-mail and will add some clip-art drawings to the document.

10. Date of Next Meeting

The next PPG meeting will be held on Thursday 14th January 2010 at 1.45pm at The Datchet Health Centre.