

*The Jubilee Practice
Lowdham Medical Centre
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NOTES OF THE PATIENT PARTICIPATION GROUP (PPG)

Date: 25th April 2016

Location: The Leys Community Centre

<p><u>1. Welcome and Introductions</u> The Chairman welcomed the group. Present were: Rachel White (Practice Manager); Don Gifford (Chair), Maureen Whitehead, Thomas Whitehead, Joan Tracey, Maurice Tracey, David Croft.</p>	
<p><u>2. Notes of the last meeting</u> These were verified by the group as an accurate record of the meeting.</p>	
<p><u>3. News from the Practice</u> Rachel advised the group that Andrea McGuiggan, Lead Dispenser, has now left the practice. Michele Walford has now taken over the Lead Dispenser role and we are currently recruiting for a new dispenser. There will be no effect on our ability to provide prescriptions within the specified time frames and any patient wanting their prescriptions earlier than this will be requested to take it to a pharmacy.</p> <p>The Practice had received 0 responses from the Friends and Family Test in March 2016.</p>	
<p><u>4. Update on Practice Accommodation</u> Rachel informed the group that there had been no further contact from the Ivy Medical Group despite our efforts to engage contact. The PPG advised Rachel that they were concerned that there appears to be a prevention of progress and that they were frustrated at the lack of input from the Ivy Medical Group. Rachel advised the group that there has been some GP changes at the Ivy Medical Group which could have had an effect on their ability to fully engage with the building plans whilst they sort out internally their plans for GP's in the Practice.</p> <p>The members of group felt that they wished to make contact with the Ivy Medical Group PPG to see if they are being engaged in any conversations about building plans for Lowdham. The Group queried whether there may be an ulterior motive for non-progression from the Practice.</p> <p>Rachel advised the group that Dr Hatton would continue to try and engage with the Ivy Medical Group around the building.</p>	
<p><u>5. PPG Publicity</u> The Group discussed how more awareness about the PPG could be raised within the villages. The Group discussed whether it would be a possibility to put in an A5 entry into the parish magazine or whether the parish council could assist.</p> <p>Rachel passed round some examples of PPG publicity leaflets used by other practices around the county to advertise their PPG to get some ideas of we could begin to design a leaflet for our PPG. The Group agreed to think about what text could be included within the leaflet and whether it would be better to have a shorter text version for A5 entry into the Parish Magazine and a longer leaflet available within the practice and perhaps within the local pharmacy.</p> <p>The Group also discussed ideas for an emergency care leaflet which could help our patients understand the best ways of using the Practice and other emergency care providers. Rachel agreed to look at putting together a draft of a leaflet for the next meeting.</p>	

6. Any other business

The Group has previously discussed whether a defibrillator was available within the village and whether it is something that the PPG could look to get involved in if there was not one locally. Rachel agreed to have a look at the guidelines for community defibrillators and whether this is something that the Practice and PPG could look to help village provide.

In the absence of any other business the meeting closed.

7. Date of the Next Meeting

The date of the next meeting is 31st May 2016 at 10.30am at The Jubilee Practice