

306 Medical Centre
Minutes of PPG Meeting held on Thu 14 Mar 2019

Present: **Staff:** Dr M Chawdhery (MC-GP) Mo Dawood (MD-PM), Patricia Giddarie (PG-ADM)
Patients: Richard Cooke (RC), Phillip Lipsidge (PL), Alan Robertson (AR), David Pickard (DP) Kathleen Lipsidge (KL)

Apologies: **Patients:** Kwame Ocloo (KO), Rasheed Adedoja (RA), Sandra Floy (SF), Richard Harwood (RH), Khurshid Qureshi (KQ)

These minutes may not fully reflect the discussion at the meeting as the minutes were lost during a major system crash and have been prepared again based on recollections and available notes

	Agenda Item	Timings
1	Meet, greet & eat	12.15 - 12.30
2	Welcome & Introductions	12.30 – 12.35
3	<p>Minutes of the last meeting and any matters arising</p> <p>The minutes of the last meeting were agreed subject to minor typographical errors.</p> <p>Matters arising therefrom:</p> <p>Update on priorities:</p> <p>Priority 1: Review appointments and strive to maintain wait times for routine appointments to within 7-10 working days (locality cluster agreed) and review and publish;</p> <p>Quarterly DNA data published to enhance patient awareness and;</p> <p>Patients who fail to cancel 3 or more appointments in 6-12 months to be sent a warning letter reminding them that they risk being removed from the register. Exceptions allowed on medical grounds at the discretion of practice.</p> <p>Update: At the time of the meeting the next available routine appointment with a GP was in 5 working days.</p> <p>Priority 2: Premises Refurbishment Plans discussed. MD also advised that we would progress gradually with other works over the next two years in stages to include patient entrance flooring, waiting room flooring and lights.</p> <p>Patient call Screen installed in Nov 2018, and working well now</p> <p>Priority 3: Practice Newsletter twice yearly Spring and Autumn – Next due in Spring – draft to be circulated.</p>	12.35 - 12.45
4	<p>Commissioning update and Locality Group Meeting (if any).</p> <p>Bola Olatunde - Membership & Engagement Manager at the CCG attended the meeting.</p> <p>She gave an update on her role at the CCG and shared some tips on how to have a successful PPG group and online engagement.</p>	12.45 – 12.50

5	<p>Open Session</p> <p>1. NHS long Term Plan</p> <p>MD shared copies of the NHS long Term Plan and highlighted priorities in the next 10 years.</p> <p>To ensure that the NHS can achieve its ambitions, the NHS Long Term Plan also sets out how it sets out to overcome challenges, such as staff shortages and growing demand for services, by:</p> <ul style="list-style-type: none"> • Doing things differently: give people more control over their own health and the care they receive, encourage more collaboration between GPs, their teams and community services, as ‘primary care networks’, to increase the services they can provide jointly. • Preventing illness and tackling health inequalities: the NHS will increase its contribution to tackling some of the most significant causes of ill health, including new action to help people stop smoking, overcome drinking problems and avoid Type 2 diabetes, with a particular focus on the communities and groups of people most affected by these problems. • Backing workforce: continue to increase the NHS workforce, training and recruiting more professionals – including thousands more clinical placements for undergraduate nurses, hundreds more medical school places, and more routes into the NHS such as apprenticeships. • Making better use of data and digital technology: will provide more convenient access to services and health information for patients, with the new NHS App as a digital ‘front door’, better access to digital tools and patient records for staff, and improvements to the planning and delivery of services based on the analysis of patient and population data. • Getting the most out of taxpayers’ investment in the NHS: will continue working with doctors and other health professionals to identify ways to reduce duplication in how clinical services are delivered, make better use of the NHS’ combined buying power to get commonly used products for cheaper, and reduce spend on administration. <p>More information is available at www.longtermplan.nhs.uk,</p> <p>MD explained that the local practices would be grouping together into primary care networks.</p> <p>2. GP Contract</p> <p>Changes to the GP contract – a BMA summary shared, including changes in funding, indemnity, technology, networks, qof</p>	12.50 – 13.15
6	<p>AOB</p> <ul style="list-style-type: none"> ○ E-Consult now live so far on average about 1 received a month ○ NHS App – Being launched soon locally practice will sign up to this. The pros and 	13.15 – 13.45

	<p>cons discussed.</p> <ul style="list-style-type: none"> ○ Apex Appointment tool installed. This is a comprehensive tool which looks at appointment trends and gives an analysis of demand and is a helpful planning tool. 	
	<p>Date of next meeting agreed: 6 June 2019 (a week earlier than planned) at 12.30pm The meeting was close at 1.50pm</p>	

<p>Proposed dates for future <u>Meetings 2019</u>: Thursdays @12.30pm: 12 Sep, 12 Dec</p>
