

Jenner Health Centre

Patient Participation Group

Meeting Date : Tuesday 14 June 2011 @ 19:00pm

Attendees:

- Dr Adriaan van Biljon
- Simon Stitson (Practice Manager)
- Penny Fisher
- Sheila White
- Annette Glazier
- William Old
- Paul Phillips
- John Dunham
- Marion Dunham
- Karen Burrill

Apologies:

- Dr Andrew Anderson
- Jackie Brisbane (NHS Cambridgeshire)
- Trudy Lapinskis
- Jim Carpenter
- Margaret Fordham
- Dena Old
- Dee Laws
- Pamela Potts
- Linda Arbon

Minutes:

- Dr van Biljon offered to chair the meeting again and welcomed the attendees.
- Adriaan explained that the main purpose for the evening's meeting was to look at appointing a Chair to lead the PPG. Mentioned at the last meeting with a request for any volunteers to send their details through to Simon in the meantime.
- Dee Laws explained that the role is not a huge responsibility and should not dissuade anybody from coming forward. Excellent support is available for anybody who agrees to become Chair, eventually the Doctors need to take a step back from leading the Group as the aim is that the Group should be led by patients. Simon is also currently doing the minutes. Chair is not a permanent role and does not need any prior experience. Happy to do on a trial basis for three to six months and then see if the nominated (or volunteered!) chair is happy to continue moving forwards.

- Minimum aim is to secure a Chair for the Group, Secretary and Treasurer positions can be looked at in the future. Group discussed how to move things forward.
- Karen Burrill volunteered to Chair the PPG initially for a three month period. Simon and Dee offered their support to Karen in taking on this role. Group supported Karen in becoming Chair and thanked Karen for her commitment.
- Update on the Patient Survey – a draft copy has been e-mailed to the Group and the working party is currently waiting for input from other Practices. Simon has suggested adding questions about travel etc – based on the current Fenland District Council survey. Individual Practices will be identified by code so that results can be apportioned. Plan is still to offer an incentive to patients to encourage completion. Any further ideas to be fed in through Jackie Brisbane. Discussion again about ensuring access questions relate to access to a clinician as opposed to access to a face-to-face GP consultation. Survey will also be downloadable from Practice and cluster websites.
- Simon confirmed that room at Practice has been allocated to PPG every Tuesday morning – the room is close to Reception and has access to a computer and printer.
- Cluster Website – website being created for Borderline Commissioning Cluster – will include a PPG area. PPG will be able to feed information in through the website administrator to include in this area.
- Update on Whittlesey Show – takes place on Sunday 11 September 2011 – all tables are currently booked although Dee is working on obtaining access for table that could be used to promote the PPG and distribute surveys – would we be happy to share this with New Queen Street PPG – Group agreed.
- Simon and Dee are attending a meeting at with Dr Gary Howsam (NQST) and Michael Bacon (Chair of NQST PPG) at Sir Harry Smith School. Meeting is with the school council to explain about the PPGs and capture their engagement and representation.
- Simon asked whether Group would be interested in a speaker from Crossroads – organisation that provides respite support for Carers, also from Julie Jeffreys who administers locals Carers services – Group agreed – Simon will arrange.
- Annette updated that starting look at dates for a Social Event that would be opened up to all Practice patients and family members. Need to start thinking about what would be of interest to our patients. Also looking at venues. Contacts for the Conservative Club and Childers provided. Annette will look in to these.
- Simon has chased the Harry Cureton Trust re:- offer of 24hr ECG machine. Update from Trust is that they were awaiting returns from all Practices prior to discussing at next meeting. Have now received these returns and will advise in due course.
- Adriaan updated that all of the Practice Partners will support the PPG and will attend the meetings in rotation – both Dr Nair and Dr Evans will attend future meetings.

- Adriaan closed the meeting by thanking everybody for attending and for the support and commitment in establishing our PPG. Group thanking Karen for volunteering to become the Chair.

Feedback from Borderline Commissioning Cluster

- No specific feedback for this meeting.

Any Other Business

- Minutes from the last meeting were agreed and accepted.
- Next meeting will be **Tuesday 12 July 2011 at 7pm at Jenner Health Centre**