**PATIENT PARTICIPATION GROUP MEETING**

**DATE: Monday 1 April 2019 13.00 - 14.30 hours**

**PLACE: Oakwood Surgery – Meeting Room Left**

**Present:**

Sheila Ormerod (SO) (Chair)

Andrew Hughes (AH) (Vice – chair)

John Marsh (JM)

Pam Stewart (PAS)

Norman Windsor (NW)

Lesley Watkins (LW)

Peter Burrows (PB)

Derek Smith (DS)

Gill Auker (GA)

Marilyn Bingham (MB)

Carla Tucker Practice Quality Supervisor (CT)

Dr Lucassen

**MINUTES OF THE MEETING**

**Agenda Item 1.** Introductions. Dr Lucassen was welcomed to the meeting. Also welcomed was Angela Richardson (AR) Dementia Support Officer from the Alzheimer’s Society.

AR spoke about her work with the Alzheimer’s Society. Her role is to support carers and she explained that recent budget constraints meant that it was difficult to reach as many carers as was desirable. She went on to tell the PPG about various initiatives which were ongoing. Mansfield’s Dementia Café meets monthly allows people with dementia and their carers, to gain practical information and emotional support. She also mentioned ‘’Singing for the Brain’’ initiative, which meets regularly and is a good stimulus. Many carers are isolated by their role and welcome the chance to interact with others facing the same issues.

She explained that Alzheimer’s is seen as a social disease but can progress to a medical condition. She mentioned the ‘’Herbert’’ Protocol which is managed by Notts Police and entails the setting up of a database of valuable information about people with dementia, in the event of the dementia person wandering.

AR spoke about becoming a ‘’Dementia Friend’’. This is achieved by attending group session (about 20 people) to gain an understanding of dementia, related issues and having a greater awareness of what it means to the person with dementia and their carers. The PPG were very interested attending one of these sessions **Action SO/CT**

AH mentioned an engaging mobile phone app called ‘’Game Changer’’, which is exercise and stimulation for the brain. ‘’Luminosity’’ is an on-line site providing games, which is meant to achieve the same.

AR left useful information and posters for display in the surgery. CT suggested that the newly available PPG noticeboard could feature dementia as its first subject. This was agreed unanimously.  **Action CT**

**Agenda Item 2**. Apologies. Apologies were received from J Bouch (JB) P Sutcliffe (PS) Alan Nash(AN)

**Agenda Item 3** To consider and agree the minutes of the last meeting on 4.2.19. These were agreed to be a true record. Proposed AH seconded MB

**Agenda Item 4.** Matters Arising. SO reported that no response had been received from NIDAS for input into Woodhouse Warbler.

The PPG noticeboard would now feature dementia as a subject. **Action CT**

**Agenda Item 5.** Apology. CT apologised that the wrong date had been on the agenda for the previous meeting and NW and DS had a wasted journey responding to the date on the agenda .

**Agenda item 6.** Staff news. CT reported that a new Registrar has joined the practice. Dr Amadi will be with the surgery for 4 months. Dr Osa our current registrar, is still with us.

Dr Sanders plans to take maternity leave in August. PPG members expressed their good wishes. Dr Sanders is responsible for coil and implants at the surgery so these will not be available during her leave.

The surgery continues recruitment of admin staff. Current staff have volunteered to take on extra duties to cover for vacancies. Their support was welcomed by the PPG.

**Agenda Item 7**. DNA and FFT results

DNAs

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Month | Number | 3 Month Total |  | Month | Number | 3 month total |
| Jan 19 | 211 |  |  | Jan 18 | 165 |  |
| Feb 19 | 198 |  |  | Feb 18 | 188 |  |
| Mar 19 | 164 | 573 |  | Mar 18 | 213 | 556 |

DNAs up by 7

FFT results

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| FFT | Extremely likely | Likely | Neither nor | Unlikely | Extremely unlikely | Don’t know | Total responses |
| Jan - Mar 2019 | 188 | 50 | 8 | 7 | 6 | 1 | 260 |

FFT 92% positive 8% neutral or negative.

**Agenda item 8.**  PPG networking questions

A response to this has been previously made by SO.

**Agenda Item 9.** Patient questionnaire. SO asked PPG members to spend some time taking part in this exercise. It is important that the PPG gathers information from a good sized section of the patients in order for the survey to be meaningful, SO asked members to contact CT when they are able to attend. **Action All/CT**

AH asked if the questionnaire could be placed in the Warbler. CT replied that space would not permit this.

**Agenda item 10.** Review Terms of Reference. All members were in agreement with the recently amended T of R and gave their unanimous approval to them.

**Agenda Item 11**. Woodhouse Warbler item for May. It was agreed that details of Dementia Carers support should be the subject for the June edition. CT has information from AR that can be used. LW can also help with information. **Action CT/LW**

**Agenda Item 12**. PPG items. PB informed members of recent presentations of ‘’Awareness Evenings’’ he has made to PPGs at other surgeries, with support from medical staff to build awareness for patients with COPD. These presentations have been very successful. PB suggested that he might arrange a similar event for Oakwood Surgery. Dr Lucassen agreed to raise this option with the GPs. SO asked PB if he was able to liaise with the consultant should Oakwood go ahead. PB able to do this.

Venues were also discussed with the possibility of the Library being used for this purpose. PB willing to contribute to the rent from Breathe Easy funds. **Action Dr Lucassen/CT/SO**

PB also mentioned his recent visit to the surgery for his annual COPD checkup and spirometry test which was excellent and more in depth than usual. Dr Lucassen explained that the full spirometry test was for diagnostic purposes and new guidelines mean that a less-intensive test is used for on-going reviews.

**Agenda Item 13.** **Date and time of next meeting,**

**The next meeting will be on 3. 6. 2019 at 18.45 - 20.00 hours**

A**t the meeting held on ————— the above minutes were agreed as a true record**