

## **HIGH FIELD SURGERY – PATIENT PARTICIPATION GROUP**

Minutes of the Patient Participation Group held on Tuesday 14 January 2020 commencing at 6.00pm

**Present:** Chair - (GB).  
(DM), (BA), (CA), (KB), (LR), (LB), (LW), (CR), (DA), (VJ)  
  
Practice Manager - Mike Holmes (MH)  
GP – Dr John Shaw (JS)

### **1. Apologies and Introduction**

Apologies: (DP), (MK), (GP), (DD), (GB), (CM), (LG)

MK and GP both tendered their resignations from the group. GB placed on record his thanks for their contributions

New members were welcomed following the post survey recruitment drive.

### **2. Review Last Minutes**

MH reviewed the last minutes and actions. MH explained the social prescriber Job Description was not available so a Job Advert had been shared instead.

### **3. Action Plan**

GB summarised the background for new members referencing the plan for the group to evolve, The Headingley event for PPG groups from around the city and the interim PPG meetings that have taken place.

The Action Plan will be developed to drive the future of the group and the way forward.

A lengthy debate then took place regarding the Action Plan – see separate document.

### **4. PPG Quality Indicator**

GB explained the purpose of the document, essentially a self-audit for the group. Due to time this was not reviewed tonight

### **5. Surgery Update**

MH gave a brief update as follows:

- Proposed Closure of Adel Surgery – still in consultation, we expect it to close and increase our patient registrations. We will plan for this increase in capacity
- Social Prescribing – Recruitment has taken place, little to report at this stage. The group wanted to be involved in interviewing and were disappointed this was not possible due to timescales outside the surgery control
- GP Partners – Dr Bhatti will leave the surgery on 29 February, Dr Woodward has become a partner and Dr Helen Poulter will return as a salaried GP
- Surgery Improvements – The staff reception area is currently under refurbishment

### **6. Feedback on Visit to Ireland Wood PPG**

KB & DM attended an Ireland Wood PPG meeting. Issues raised were similar to ourselves, it was noted that many staff were also in attendance.

## **7. AOB**

None

## **8. Meetings**

The next PPG meetings were agreed for:

- 31 March 2020
- 05 May 2020

Interim meetings for PPG only were agreed for:

- 04 March 2020
- 08 April 2020

GB explained the purpose of the interim meetings and how invites will be sent.

GB thanked everyone for attending

The meeting closed at 7.30pm