

THORPEWOOD MEDICAL GROUP

Dr R Hampsheir Dr S Ranasinghe Dr K Dawson Dr A Prior Dr V Bellamy

PATIENT PARTICIPATION GROUP

Meeting, Wednesday 18TH December 2024, 12.15pm

MINUTES

1. Welcome:

MH welcomed everyone to the final PPG meeting of 2024, in particular Dr R Hampsheir who attended for a short while to answer any questions and to enjoy a mince pie and a chat.

Attendance:

Patient Members: Mike H, Bob L, Rob P, Tracey W, Rick S, Tony P, Maureen H, Anne J

TMG (Thorpewood Medical Group) Members: Cat D (Operations Manager) Elizabeth D (Secretary) Joe B (IT Lead)

Apologies: Chery P

2) Presentation by Rachel Mahoney -Social Prescriber, Thorpewood Medical Surgery:

Rachel started her Social Prescribing role 6 years ago with the South Norfolk Council. There is now a team of 27 under the Broadland area.

Rachel offers 1-hour appointments on a Wednesday, in the surgery, for non-medical issues such as, help for filling in application forms, providing benefit information, isolation issues, grant applications, housing issues and a vast amount more, by being able to provide information to the patient for various pathways for help or even to refer onto other services. Rachel is a domestic abuse champion so can also help with risk assessments. These sessions can be either over the phone, face to face or she can even do home visits when needed. She hopes to empower patients to find solutions in whatever they attend for. Rachel has had a huge impact on helping patients within the surgery and it is hoped to extend her sessions in the future.

3) Minutes from the meeting of 6th November 2024: Accepted as circulated.

4) Matters Arising from the Minutes:

a) **Online Services:** 6800 patients have signed up for online services so around 53% of patient base.

5) Any Other Business:

a) **New members – engagement process:** The current process needs documenting to avoid confusion. A discussion document will be circulated for discussion and adoption in the new year.

Action: MH

b) **PPG** MH proposed considering a portfolio approach to the committee in the new year.

le Individual members to look after the following portfolios: Recruitment, Communication, Bookcase etc **Action MH**

- c) **Town Council Presentation by the PPG:** A member of the Thorpe St Andrew Town Council suggested having a speaker from the PPG attend and talk to them about the role of a PPG committee. **Action: MH**
 - d) **Guest Speakers:** The purpose of having a guest speaker address the PPG was to broaden the knowledge of Primary Health Care amongst the members and create informative and interesting meetings. A list of future guest speakers is constantly being added to. All members were invited to propose subjects or presenters ie Nelson's Journey, Carers Matter Norfolk.
 - e) **RSV (Respiratory syncytial virus)** For over 70's and pregnant ladies. Invites are sent out in batches as only a limited number of vaccines can be stored at any one time in the surgery due to their size.
- 6) **Confidentiality Agreements:** All members have now signed these, so are all up to date and will be filed confidentially.

7) a) **First meeting of 2025**

Tuesday 11th February 2025 at 12.30pm

b) **Future dates of 2025**

Tuesday 25th March 2025 at 12.30pm

Tuesday 13th May 2025 at 12.30pm

Tuesday 8TH July 2025 at 12.30pm

Further dates tbc

8) **Close**

Meeting Ended-1.44pm