

Minutes of Blue Wing PPG Meeting: 22.1.19 6:30 p.m.

Information/Discussion/Decisions	Actions
<p>Attendees: Dr Nighat Khan, Daljeet, Margaret, Ibrahim, Suvjeet, Komal</p>	
<p>Role of PPG PPG members shared with the Bluewing team that they were despondent and felt disconnected due to various reasons: long time between meetings, lots of PPG members leaving and lack of motivation in taking down minutes or chairing for that matter and the PPG members were thinking of leaving.</p> <p>But Dr Khan re-assured that due to various changes within the practice after Vijay left had been the main reason of delay but rest assured the Bluewing Team needs PPG and wants to work along like old days</p>	<p>Daljeet being nominated as the PPG liaison as Teo only works 10 weeks</p> <p>Daljeet to check how many virtual PPG members we have and send emails to join</p> <p>Suvjeet to prepare a leaflet in 2 weeks to encourage Patient Participation</p> <p>Mutual consent to have meetings 8 weekly rather than quarterly as discussed in the previous meeting</p>
<p>Agenda-Notes of previous meeting agreed as follows:</p> <p>1. Daljeet informed PPG that the website had been updated as promised in the last meeting.</p> <p>2. Dr Khan updated that she had been unsuccessful in getting any speaker for the Health Event-Diabetic Consultant or Medicine Management</p> <p>3. Margaret and Ibrahim to condense the survey from 6 pages to 4 and print double sided as the response had been very poor</p>	<p>PPG +Bluewing Team Members-Questionnaire/survey to be finalised</p> <p>Ted to send out the survey before Nov 2019</p> <p>Margaret and Ibrahim to arrange health event based on survey results</p> <p>Ted to put final minutes of every meeting on the website</p> <p>Ted to write the newsletter before the next meeting and put it on the Bluewing website</p> <p>Bluewing Team members to seek input from other colleagues if they want PPG to cover anything else</p>
<p>Surgery Updates provided by Dr Khan</p> <ol style="list-style-type: none"> 1. Vijay leaving 2. Daljeet (Admin Mgr) and Ted (Business Mgr) joining the team 3. Dr Dhesi's slow recovery and it had been hard covering him as locums not easily available; will know more about him in 4 weeks 4. Surgery looking into recruiting a clinical pharmacist for providing minor ailments consultations and medication reviews which will ease off some of the GP's workload 5. Surgery nearing the end of the financial year in March 2019 so busy working on the QOF's (Qualitative and Outcome Framework) annual targets 6. Bluewing Team's readiness in terms of CQC Inspection 	<p>Bluewing Team to provide updates on the QOF in the next meeting</p>
<p>Next Meeting</p>	<p>19th March 2019</p>