

MASWELL PARK PATIENT PARTICIPATION GROUP COMMITTEE

Minutes Saturday 14th September 2019

SERIAL	MINUTE	ACTION															
	<p><u>Present:</u> <u>Apologies:</u></p> <p><u>Elected Members</u></p> <p>David Loftus (DL) Sarah Herdman (SH)</p> <p>Charanjit Ajitsingh (CA) Roger Smith (RS)</p> <p>Anton Smith (AS)</p> <p>Chris Durkin (CD)</p> <p>Arun Chopra (AC)</p> <p>Evelyn Dannie (ED)</p> <p><u>In Attendance</u></p> <p>Weiwei Mao (WM) - Practice Manager (Kingfisher and Willow)</p> <p><u>Apologies</u></p> <p>Bala Basudev (BB) - Practice Manager (Redwood)</p>																
20190914/01	<p>Resume of why past events had been a success, how to regain the momentum.</p> <p>Good quality speakers; topics that had come from GP's; GP's interaction and support.</p> <p>Ability to promote events through Mjog.</p> <p>Still no clarity on use of Mjog, GP's have indicated support but clarity to be sought.</p> <p>Use of indicator on Mjog/SystemOne if patient says they want to "opt out" of communications from PPG.</p> <p>Terms of Reference – a number of the Committee would be automatically coming to the end of their term and not eligible for re-election. To be discussed at the next meeting.</p> <p>Need to recruit new members who are proactive and active in promoting the PPG and its activities and events.</p> <table> <tr> <td><u>Kingfisher</u></td><td><u>Redwood</u></td><td><u>Willow</u></td></tr> <tr> <td>Evelyn Dannie</td><td>John Cooper</td><td>David Loftus</td></tr> <tr> <td>Vacancy</td><td>Sarah Herdman</td><td>Roger Smith</td></tr> <tr> <td>Vacancy</td><td>Charanjit Ajitsingh</td><td>Arun Chopra</td></tr> <tr> <td>Vacancy</td><td>Anton Smith</td><td>Chris Durkin</td></tr> </table>	<u>Kingfisher</u>	<u>Redwood</u>	<u>Willow</u>	Evelyn Dannie	John Cooper	David Loftus	Vacancy	Sarah Herdman	Roger Smith	Vacancy	Charanjit Ajitsingh	Arun Chopra	Vacancy	Anton Smith	Chris Durkin	Chris
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20190914/02	<p>Communications with patients are essential and crucial.</p> <p>Facebook – circa 30 (out of patient base of 18,000)</p> <p>What's App Group for Maswell Park PPG (One now also set up for Committee only to assist Committee Communication)</p> <p>Need to recruit more patients to Facebook, What's App;</p> <p>Email address capture to improve communications.</p>																

	<p>W/C 23 September to have a presence in the Health Centre from 14:00hrs – 16:00hrs (later if wished) primarily whilst clinics are taking place. Purpose to promote PPG and capture details. Name badges to be produced.</p> <p>Need for PPG Leaflet (There was one for MPPPG and also NAPP had produced one)</p> <p>Need for a Communications Rep from the Committee Pharmacies (Maswell, Ram, Minal) to be approached and asked to promote patients (Maswell Park only) signing up to Facebook etc.</p> <p>Invite individuals known to be patients but not on Facebook/What's App to join.</p>	<p>All as available on rota David</p> <p>Anton David All</p>
20190914/03	<p>Events</p> <p>List of topics from dialogue with GP's to be updated</p> <p>Agreed a Christmas Social – akin to the NHS 70th Tea Party – on Sunday 8th December.</p> <p>Topic for an event in January/February to be discussed at the next meeting. Securing the expert, quality speaker is the usual challenge which requires advice and guidance from the GP's.</p>	<p>David Anton</p>
20190914/04	<p>Patients to be encouraged through Facebook/What's App to sign up to:</p> <p>Your Care, Your Way</p> <p>NHS App</p>	
20190914/05	<p>Date of Next Meeting:</p> <p>SATURDAY 19 October (Additional to bi-monthly series)</p>	