

## ASGP PPG FORUM MINUTES

<b>Meeting called by: Group</b>			<b>Date: 31.5.2018</b>
<b>Facilitator:</b>	JN		<b>Note taker: KC</b>
<b>Timekeeper:</b>			
<b>Attendees:</b>	<b>AB-SB-JM-JS-RS-TT-</b>		
<b>Apologies:</b>	<b>CB-DG-EF-LL-CS</b>		
<b>Previous Minutes:</b>	<b>Read and agreed</b>		
<b>Please bring:</b>			
	<b>Topic</b>	<b>Actions</b>	
	Introductions and apologies		
	Previous Minutes		
	CCG Support. Speaker Bola-CCG Membership and Engagement Manager	Apologies DNA	
	Building Update-no update		
	Staff changes TH away for 2/12 –New Registrars – Dr Zaheer, Dr Suresh and Dr Selladurai here now. Dr Doble, Retainer GP, started recently		
	E consult - We may be trialing e-consults = consult by email instead of phone but will depend on staff cover etc. To be further discussed by doctors – Update at next meeting		
	Contact by email-consent needed - new regulation re GDPR. We are awaiting advice from the CCG regarding consent.		
	Extended hours- Tuesday morning early appointments will continue, we are not offering Wednesday anymore, Thursday PM Late session more clinicians are working instead		
	AOB.		
1	Flu Clinic – JM - Advertising this should be done earlier with posters in chemist and on all notice boards- PPG would like to do refreshments at the clinic as have manpower and large teapot	Decision to be discussed	
2	Next PPG meeting – JM –Could we please also advertise on the notice board in Reception at least 2 weeks before the next one, and make sure text or email reminders are sent		
3	Pharmacist – JS – What is her role? She helps with scripts, answers queries, liaises with hospital, medication reviews. It was highlighted that patients could be informed of changes from branded drugs to generic as it causes confusion -	Action – JN to discuss with MP	
4	Surgery move – JM – JN update – Library was not big enough for our requirements - ? move to new site in Surrey Quays. Are we merging with Park?- NO DEFINITE PLANS AT MOMENT		
5	Running board in Reception – JM - this was discussed, mixed views. To be considered at Management Meeting but not generally felt this would be appropriate.		

6	e-RS Referrals – JS – Hospital appointment line is very busy and not easy to make appt. KC suggested trying online and offered to help anyone who had problems.	
7	Online access and GP app - JM – Not everyone has passport/driving license so what other forms of photo ID are acceptable. To be confirmed but bus passes with photo plus proof of address should be ok	
8	Research – Dr Thacker is doing research work at the practice. Leaflet was given out re training for patients and the public	
9	SB-Changing the day of the meeting are Thursday evenings still a good option as we have late clinics	Action-JN

<b>Next meeting:</b>	<b>September, date and time to be confirmed</b>
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