

# Wolstanton Medical Centre Patient Participation Group



Wednesday 25<sup>th</sup> September at 1.00pm  
Wolstanton Medical Centre  
**Minutes**

**Present:** John Maddison (JM Chair), Margaret Bowers (MB), Eileen Schofield (ES), Carrie Stockley (CS), Jacque Byrne (JB), Janet Wright (JW), Moira Hammond (MH), John Cooper (JC), Dr Tressie Chapman (TC), Dr Andy Davy (AD)

**Apologies:** Caroline Gray (CG), Tim Booth (TB), Alan Aston (AA)

**1. Minutes of the last meeting**

The minutes of the last PPG meeting were accepted as an accurate record.

**2. Action points and matters arising**

All other actions were either complete or were to arise during the meeting.

**3. Items for discussion**

a. Dr Tressie Chapman was welcomed to the meeting. Dr Chapman started at Wolstanton at the beginning of September and has a permanent position as salaried GP working Tuesday-Friday.

b. PPG Terms of Reference. The Terms of Reference had been updated and were approved by the group and signed by the Chair and the Practice.

**4. Update on Academic General Practice**

The Status Quo study starts on Monday 30<sup>th</sup> September and runs for 3 weeks. This is a data collection study with a question based within the check in screen in reception. The study is capturing data on patients who are carers aged 10 years and over.

**5. Update from the practice**

- **Staff** - We currently have a Year 5 medical student and a Year 4 medical student starts with us in October. The Practice will also have Year 1 and 2 Medical students for a short duration before the end of the year.
- **Ceilings of Care and DNAR forms.** Dr Davy attended the meeting to talk about Ceilings of Care document and DNAR forms. The Ceilings of Care documents have been created by The Douglas Macmillan to provide a way of forward planning in the event of deterioration and end of life stage. This forms part of the National 'Dying Matters' campaign ([www.dyingmatters.org](http://www.dyingmatters.org)). The Ceilings of Care form is currently being piloted by the GP Federation and Wolstanton Practice has adopted the format. The form covers many different situations and allows patients and relatives to document the wishes of the patient in the event of end of life. Do Not Attempt Cardiopulmonary Resuscitation Forms (DNAR) have a red border and only cover resuscitation. The Group wondered how this could be advertised as all wanted to raise awareness. CS will do a column in the Autumn newsletter. JM said that the Lichfield Diocese had piloted a Church of England initiative called 'GraveTalk' where sessions run by churches provide a safe space in which to have open conversations about death, dying and funerals. For details see [churchsupporthub.org/article/gravetalk/](http://churchsupporthub.org/article/gravetalk/). He would try to let CS know when the next one would be held to advertise in the Newsletter.

- Dr Davy explained that the Ceilings of Care form is a pilot at the moment, aimed at patients in nursing homes, but he would be more than happy to hold talks to Wolstanton Patients. Dr Davy asked the group to come with ideas on how to advertise, e.g. a poster.
- **Premises.** Work continues around the building and we hope to have most of the building decorated by Christmas. The PPG asked if the signs outside and letterhead could be updated without the 'gun' picture. This has already been agreed by Partners.
- **PPGs and digital models of delivery for patient care.** CS explained online consultations which will be brought into practice in April next year. This provides patients with a way of 'contacting' the practice without the need for an appointment or telephone call. Access through Patient Online, will allow patients to send their concerns directly to the practice. The practice can then respond direct to the patient. More information at the next meeting

## **6. Reports from Patients Congress and Locality Group Meetings**

JM had attended the last Locality Group meeting and CS had forwarded the latest Newsletter for information.

## **7. PPG Newsletter**

Ideas for the autumn newsletter were discussed.

## **8. Any Other Business**

- JM advised that he is unable to attend the Newcastle Centre PPG meeting being held on 22<sup>nd</sup> October 2019 and asked if a member of the group could attend. Practice Managers of the 6 surgeries in the Newcastle Centre PCN had also been invited to attend this meeting. CS confirmed she would be able to attend.
- PPG Self-Assessment Questionnaire. CS disseminated copies of a PPG questionnaire that the CCG had asked all PPGs to complete. CS suggested meeting with JM initially to start completing and then have a further PPG meeting before the end of October for the group to agree the final version. CS to send out dates.
- Social Prescribing – No further forward on recruitment.
- Patient Check in Screen – patients keep missing which waiting room they need to go to as it clears off the screen too quickly. A colour code was suggested to match the colour of each waiting room. CS to discuss with Egton, the manufacturer of the screen.
- Congratulations to the residents at Rykeneld Court who raised over £700 for the Air Ambulance at a recent Family and Friends day.

## **9. Date, time and location of next meeting**

CS to send out dates.