

# Davyhulme Medical Centre

Dr Rachel Howard ◊ Dr Kamani Wijeyesekera ◊ Dr Christopher Tower ◊ Dr Samina Ashraf  
◊ Dr Clare Reeves ◊ Dr Lucy Aczel ◊ Dr Chitra Kumar

## Patient Participation Group (PPG) Meeting Minutes 8 May 2024

### Present:

Barry Wright, chair	Patient Participant
Gwynn Connor	Patient Participant
Dennis Smith	Patient Participant
Ian Hutchinson	Practice Manager
Wendy McDonagh	Patient Services Manager

### Apologies:

Ian Young	Patient Participant
Pamela Morrison	Patient Participant
Stephanie Young	Patient Participant

### Welcome to PPG Members

Wendy McDonagh welcomed PPG members and thanked them for giving up their time.

### Patient Survey

Feedback discussed and comments welcomed. Dennis had written down his feedback and passed to WM. Agreed to make changes prior to sending out. WM to send finalised copy of the survey to PPG members prior to it being sent to patients. Survey from July 2023 and "You said..... We did" feedback to be added to the website for the wider patient population to see.

### Website

Could PPG members who have not yet looked at our website and would like to feed-back suggested improvements please do so by email to WM. WM is yet to work with Nathan Howard our IT Lead on the website to implement agreed improvements.

### Through the Front Door Project

The practice have invoiced 'Through the front door' team £2,500 and we await these PPG funds. All those present agreed that we would like to have :

- 1) Printed handouts featuring a DMC GP
- 2) Pop up banner for waiting room with same imaging and posters for local distribution.
- 3) Posters - we approach places like Flixton Cricket Club, Flixton Golf Club and Trafford Football club to see if they would promote 'Through the front door leaflets. We also agreed a text message with suggested text from Adrian Smith inviting patients to an informal meeting to be held in the waiting room to discuss 'early detection of cancer' and how patients could assist. **Suggested date for the meeting was Thursday 13 June 2024 at 5.30.** We would also look to recruit additional PPG members at this meeting. WM to send out to PPG members the link to survey monkey cancer questionnaire from the Through the

Front Door team. We would be grateful if PPG members could send to as many friends and family for completion.

### **Any Other Business**

Dr Fryar and Dr Roddy, our current registrars are undertaking projects as part of their GP training  
1) Practice Newsletter 2) Noticeboard in the waiting room with job descriptions and photographs including Primary Care Network (PCN) teams ie, First Contact Physician, Mental Health and wellbeing clinician, Clinical Pharmacist, Learning Disability Co-ordinator, Social Prescribers, Dieticians. This suggestion came from a previous PPG meeting when members felt that these services were not well promoted to the wider patient population.

**Through the Front Door  
(Earlier Detection of Cancer)  
A Summary for General Practices**

**Trafford Local Care Organisation (TLCO) and partners have received innovation funding from Greater Manchester Cancer Alliance to help increase the number of cancers that are found and treated earlier. If we get more people with suspected cancer signs and symptoms 'Through the Front Door' at the right time, then more cancers can be successfully treated, and more people will survive.**

There are three parts to the project:

**1. Producing local campaigns.**

When campaigns are localised they are more likely to make a difference.

**2. Work with Macmillan volunteers.**

This project will support an already active Macmillan Health and Wellbeing Centre in Trafford, which has great volunteers ready and willing to promote our work. And will add messages about the importance of earlier detection to their work.

**3. Work with FOUR Patient Participation Groups and General Practices.**

Asking them to try different ways to raise the importance of earlier detection. Each Practice will receive a small pot of funding to help with this work.

**What does this mean for Practices?**

Practices will be invited to take part in places where the need is greatest. That means in communities where cancer is more common, or where not enough people take part in cancer screening when invited. **For example, In Partington and Carrington we know that lung cancer is more of an issue than in other parts of Trafford.**

We would ask PPG members to meet monthly. At these meetings, people will be helped to plan different ways they can spread the message, '**Earlier Detection Saves Lives**'. We think that PPG members will come up with some great ideas.

For example, you could look at how you reach out to patients, run campaigns, work with reception staff (and others) to feel confident knowing what common signs and symptoms are, talk to family and friends, or promote your work in the community.

We will hold workshops so everyone can come together and find out how others have approached this opportunity. These are designed to give you confidence and fresh ideas.

Finally, we would like to use this work to recruit more people to your PPG.

## **Support for Practices**

We will

- Help build people's confidence and ideas by holding workshops to share what has worked elsewhere.
- Provide training so that people know what messages to share and are confident doing so.
- Give support through our Neighbourhood Volunteer Coordinator (Claire) and our Neighbourhood Community Engagement Worker (Berni). Claire or Berni will come to meetings and help you with your plans and ideas.
- Produce local campaign materials for you to use.
- Give each PPG £5,000 to use for their work.

## **Needed from Practices**

We would like:

- A named contact in each practice. We will invite them to the Project Steering Group.
- Patient groups to meet regularly and where possible, every month. The funding can be used to support meetings with travel expenses and refreshments.
- Patient groups to take part with enthusiasm! This work can make a big difference to your local community. We don't expect every idea to be a big or complex one. Some of the best ideas will involve small changes.

## **Measuring your work.**

We will keep this as easy as possible and help where needed. These are some ways we will measure the success of work:

- A few patients and staff to take part in short conversations with us at the start of the project so we can find out what you know and your opinions about cancer. We will talk again at the end of the project to see if anything has changed.
- Collect case studies. This means recording stories about what has happened. They are a great record of work. Usually these are anonymous to preserve confidentiality.
- Share surveys at project start and finish. For example, each PPG member to take 10x short surveys to share with family and friends.

**Adrian Smith**  
**Neighbourhood Lead (West)**  
**Through the Front Door Project Lead**