

King Edward Road Surgery

Patient Participation Group (PPG) Meeting Summary

Date: 9th September 2025

Previous Minutes

- Minutes from July and May 2025 meetings were agreed.
 - Some items were revisited in more detail during this meeting.
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PPG Chair and Vice Chair

- The role and responsibilities of the PPG Chair were discussed, including:
 - Input into meeting agendas.
 - Liaison with the Practice Manager between meetings.
 - Supporting inspections (e.g., CQC) and patient surveys.
 - A Vice Chair has been confirmed.
 - A Chairperson is still to be appointed.
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FeNO Machine

- A presentation was given on the FeNO machine, which helps diagnose asthma by measuring nitric oxide levels in exhaled breath.
 - Suitable for adults and most children over five.
 - As spirometry services are unavailable, the FeNO machine will support diagnosis.
 - The PPG agreed to contribute towards the cost of a two-year lease.
 - Funds raised from the book sale will also be allocated to this purpose.
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Carers Silver Award

- The practice has achieved the **Silver Carers Award** with support from the PPG.
 - Work will now continue towards Gold and Gold Plus awards.
 - Discussion included the role of carers and young carers, and the importance of assessments to identify support needs.
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National Patient Survey

- Results from 2025 were reviewed.

- Overall feedback was positive, with patients reporting good experiences of care and staff.
 - The survey reflected a period of transition with the new cloud-based telephone system and online triage.
 - **It was noted that the return rate for the survey was low, and this remains a concern.**
 - Action: Patients should be reminded of the importance of completing the survey when it is issued.
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RSV Vaccine

- The RSV vaccine is available on the NHS for **pregnant women and adults over the age of 75.**
 - It helps protect against infection with RSV, a common virus that can cause serious illness in babies and older adults.
 - It is given year-round and usually requires only one dose, which provides protection for several years.
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Staff Development

- A member of the team has successfully moved into a Health Care Assistant role and will begin training to become a Nurse Associate.
 - This will enable them to carry out additional clinical duties such as smears, dressings, and ECGs.
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Respect (Do Not Resuscitate) Forms

- Respect forms are triaged by a GP Partner.
 - They may be completed via telephone if appropriate, or face-to-face if required.
 - Patients and GPs can request a face-to-face discussion if there are concerns.
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Research Project

- The practice has been awarded **Stage 1 Research Status.**
 - A presentation on research activity will be given at the next meeting.
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Next Meeting

Date: Tuesday 11th November 2025, 11am

Agenda:

1. Appointment of Chairperson
 2. Presentation from the Clinical Studies Development Officer (NIHR Research)
 3. Updates on Research Project progress
 4. Review of ongoing PPG initiatives
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Abbreviations

- **PCN** – Primary Care Network
- **PM** – Practice Manager
- **PPG** – Patient Participation Group
- **RCGP** – Royal College of GPs
- **RSV** – Respiratory Syncytial Virus