Johnson Medical Practice

**PATIENT PARTICIPATION GROUP**

A meeting of the Johnson Medical Practice PPG will be held at **4.15pm**, on **Tuesday 17h September 2013** at the **Hilltop Surgery,**

**Minutes of Meeting**

1. Apologies,: Mr Sethi, Alan Gatrix, Dr Durant

Present: Harsha Kotecha, Asma Sader, Rucksana Patel, Mr Thomsett, Alan Wood, Mr Parmar
2. Minutes of previous meeting- Agreed
3. Matter arising from minutes not on the agenda -
4. Update on developments at the practice :

- AS confirmed Flu season to start on 27/9/13, invitation and texts sent out to patients

- Elizabeth Taylor Practice Nurse to leave at the end of the month, moving to a neighbouring practice, to do more nurse practitioner work

- Dr Bhavik Patel new salaried GP has joined Practice

- Gps are offering heart check under the 3T cardiology scheme, PPG to promote service

- Pneumonia and shingles vaccines will be offered to over 65s and 70 and 79 year old

1. Patient Satisfaction survey - HK informed group that the Practice PPG survey for 2013-14 will be conducted from 1/11/13 to 30/11/13 . Continuity is still the main priority as changes to the personnel at the practice have continued, Dr Durant came back to work from Maternity leave on 1/2/13 but Dr Rawal left on 8/3/13 who was replaced by Dr Waraich. Two salaried GPs also joined the team. The group decided not to change the patient survey form and to use the same form and format as last year.

 **Actions**:

 AS to print questionnaire and display different coloured forms at each site,

 AS to Place forms in waiting rooms with box for posting and pens

 Upload questionnaire on website

 Inform staff & GPs to encourage patients to complete questionnaire

1. PPG Open Day – 5th October- This will tie in with the FLU campaign, also to invite STOP and FAB and Silver Star, the theme is CVD, doctors and nurses will undertake vaccinations and CVD check.
2. Treasurer’s Report- £241.00
3. Correspondence
4. Date of Next Meeting – 8th October 2013 4.15pm
5. AOB