



## White Horse Medical Practice Patient Participation Group

# MINUTES

**Date:** 6<sup>th</sup> September 2016

**Place:** White Horse Medical Practice, Faringdon

**Attending:** (Chair) Graham Hall  
Dr Simon Cartwright (part)  
David Burn (Minutes)  
Douglas Dalrymple  
Kaye-Frances Byers  
Jo Morgan  
Emily Norton

**Apologies:** Caroline Beaney, Marcus Laphorn, Gene Webb, Peter Pettit and Paul Eddy

	Item	Action
1	<p><b>Minutes</b></p> <p>The Minutes of the meeting on 7 June 2016 were approved and signed. Graham asked where the signed copies are filed. (Gene subsequently said that there is no formal filing system for paper copies, although David keeps a file of Minutes he's written. There is also a copy on the PPG website.)</p>	
	<p><b>Preamble</b></p> <p>Before opening the formal agenda Graham asked for comments on his 'Challenges' paper. Simon said that it was a good summary but that, from the viewpoint of a GP Practice, the disruption in the Health Service felt more political than managerial. Douglas said that policy discussions at the level of the whole NHS might be beyond the remit of our PPG. It was generally agreed that this however is the context within which we have to work.</p> <p>Graham also read out a message from Peter Pettit to say that, because of his Gt Western Trust responsibilities, "I am happy to be alerted to future meetings and I would endeavour to attend".</p>	
2	<p><b>Matters arising</b></p> <p>a) Locality initiatives: Simon said that all the preparatory work they and other local practices had put into setting up both integrated and weekend working initiatives, at the OCCG's request, had come to nothing when the funding was unilaterally switched to the Oxford hospitals. He noted that, in Wiltshire, the locality funding had not been reallocated to the Gt Western, despite it's financial problems.</p> <p>b) Home visits: Home visits by a paramedic, working out of Didcot, have now been reinstated and Simon said this is already a valuable resource.</p> <p>c) Trainee GPs Dr Russ will complete his trainer's training shortly and the Practice hope to have their first trainee</p>	



	<p>g) Patient Surveys at Flu Clinics</p> <p>Graham asked for volunteers to come to the 4 hour Saturday flu clinics to encourage patients to complete the new patient survey q'aires. Badges must be worn. Any slot of an hour or more would be most useful. Caroline is coordinating this.</p> <p>David will update the PPG leaflet for handing out at the same time.</p>	<p><b>All</b></p> <p><b>David</b></p>
<p><b>4</b></p>	<p><b>PPG Matters</b></p> <p>a) NAPP Conference</p> <p>Emily reported that the conference theme was to encourage patients to take more responsibility for their own health. She also said that, although there were some good ideas around, the Faringdon PPG seemed to be one of the most active and effective groups. One useful idea was to have an Online Evangelist to promote the ease and benefits of using the Practice's online services. Simon said that he agreed with the empowering concept although there was an increasing risk of googled anxieties filling their consultations. Jo said that she was unaware of any special activity taking place during the PPG Awareness week.</p> <p>b) SWOL Meeting</p> <p>Graham will contact Gene and Marcus about our participation at the September meeting.</p> <p>c) Maternity Services</p> <p>To be carried forward to the December meeting.</p> <p>d) Newsletter</p> <p>David ran through the articles for the Sept 29<sup>th</sup> issue. Jo asked for an ear-syringing reminder.</p> <p>The Distribution list, plus allowances for replenishing stocks, needs to be checked.</p> <p>e) Thinking Meeting</p> <p>David encouraged all PPG members to return the preliminary q'aire (including putting a score against #12). He hoped that this will inform the scope of the meeting, to be held separately from the regular committee meetings, and to take place in October. Emily has some useful suggestions from the NAPP Conference.</p> <p>Jo offered the use of the Practice's meeting room. David to circulate suggested dates and venue for a daytime meeting.</p> <p>f) PPG Social</p> <p>At the Eagle in Little Coxwell again, at 1300 on Friday January 13<sup>th</sup>.</p>	<p><b>Graham</b></p> <p><b>David</b></p> <p><b>Kaye-Frances</b></p> <p><b>David</b></p> <p><b>David/All</b></p> <p><b>David</b></p>
<p><b>5</b></p>	<p><b>Team Updates</b></p> <p>a) Dementia Group</p> <p>Emily reported that the new Pump House group was working very well with some 8-10 couples attending. Sessions including music, art, reminiscence therapy and living with dementia.</p>	

	<p>Unfortunately visitors are not allowed unless they have been fully vetted and only those patients who have been diagnosed with dementia can join. Gillian Fishleigh of Age UK will be briefing the Practice shortly.</p> <p>b) NHS abbreviations and acronyms Emily said she would continue to look for this. (In the meantime here's a website <a href="http://www.nhsconfed.org/acronym-buster">http://www.nhsconfed.org/acronym-buster</a> or <a href="http://digital.nhs.uk/article/2994/Glossary-of-acronyms">http://digital.nhs.uk/article/2994/Glossary-of-acronyms</a> )</p>	<p><b>Emily</b></p> <p><b>Emily</b></p>
<b>6</b>	<p><b>Any other business</b></p> <p>a) Health checks and Shingles vaccination Douglas and Kaye-Frances both mentioned that they had never been called for these mandatory checks despite having exceeded the age-qualification for both. Jo will investigate this.</p> <p>Jo said that the standard procedure was for 20% of the 5-year cohort to be written to each year with an invitation to attend. In terms of health check uptake WHMP were the 3<sup>rd</sup> most successful in Oxon. Jo also said that patients can request a health Check at any time, subject to doctor approval. David will see if there's space for an item in the newsletter.</p> <p>b) Upcoming development meetings Gene asked for the Science Vale and Primary Care Advisory meetings to be flagged up.</p>	<p><b>Jo</b></p> <p><b>David</b></p>
<b>7</b>	<p><b>Next Meeting</b></p> <p>The next meeting is at 1830 on Tuesday 6<sup>th</sup> December 2016. 2017 meetings are: 7 March, 6 June, 5 Sept and 5 Dec.</p>	<p><b>All</b></p>

**Circulation**

Caroline Beaney	Graham Hall
David Burn	Marcus Laphorn
Kaye-Frances Byers	Jo Morgan
Dr Simon Cartwright	Emily Norton
Douglas Dalrymple	Peter Pettit
Paul Eddy	Gene Webb

WHMP Partners and staff  
cc PPG website

**PPG who does what**

David Burn	Newsletter, Publicity, Minutes
Kaye-Frances Byers	Newsletter Distribution, Minor Ops monitoring, Reception Noticeboard
Douglas Dalrymple	TBA
Paul Eddy	TBA
Graham Hall	Chairman; leg ulcer treatments, cognitive impairment in ageing (FMRIB study), 'Garfield' research in Apixaban use, 'patient' for MD finals at JR.
Marcus Laphorn	Maternity, County Medical rep, SWOLF and Ophthalmology
Emily Norton	Dementia co-ordinator, NAPP rep, PPG website maintenance (with Gene)
Peter Pettit	Great Western Trust liaison
Gene Webb	PPG and Practice websites, SWOL rep, Non-medical County rep