



White Horse Medical Practice
Patient Participation Group

MINUTES

Date: 11th June 2014

Place: White Horse Medical Practice

Attending: Gene Webb (Chair)
 Dr Simon Cartwright (Guest) (part)
 David Burn (Minutes)
 Kaye-Frances Byers
 Douglas Dalrymple
 Marcus Laphorn
 John Mattingley
 Jo Morgan
 Emily Norton

Apologies: Caroline Beaney

	Item	Action
1	<p>Minutes</p> <p>Approval of the Minutes of the meeting on 11 March 2014 was carried over to the next meeting.</p>	Gene
2	<p>Doctor's discussion</p> <p>The meeting welcomed Dr Simon Cartwright who gave a summary of recent special projects and other areas where the Patient Group could help to publicise and support the work of the Surgery.</p> <p>Particular areas of interest are:</p> <ol style="list-style-type: none"> 1. Research work commissioned by regional Universities and carried out by the Practice. These 12 clinical trials to date include monitoring changes to diabetes medication, testing a new throat swab and sharing in a 5 year study on chronic kidney conditions. (This is the Practice's web page with more info which includes a video by the acclaimed research commentator Ben Goldacre http://www.whmp.co.uk/latest_news.htm) 2. The Practice is paying close attention to the needs of those who have a high risk of attending A&E units – for whatever reasons. <p>Dr Cartwright was asked how the PPG could particularly help or hinder the work of the Practice. He said that:</p> <ol style="list-style-type: none"> 1. The doctors had been concerned that the Patient Group might become a complaints forum. They were relieved that this was not the case. 2. The PPG could be a great help in publicising the less well known services 	

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	<p>provided by the surgery.</p> <ol style="list-style-type: none"> 3. Contributions from the PPG on how the Practice can avoid becoming the go-to place for raising all non-medical issues would be a great help. 4. Although the new Single Point of Access facility is making it much easier for doctors to locate special resources for their patients this is not, in itself, suitable for publicising. 5. Jo to ask the doctors to give a view on the effectiveness of intermediate care services generally for Faringdon. 6. There haven't been any new patient services added in the last 6 months but the PPG newsletter could be a useful vehicle for promoting the shingles and flu jab services. (Jo will ask Dr Douglas to set out the benefits of the flu jab for those categories of patient who most need it but most avoid it.) <p>Other topics:</p> <ol style="list-style-type: none"> 1. Jo will ask around to see if there are any other ways in which the Patient Group can help the Practice. 2. The Practice did not know if Section 106 money from housing developments is allocated to boosting medical services in the town. This may be worth following up to ensure that the relevant part of OCCG and the Practice are on the consultee list. (It's not known if there is a standard formula, as in Education, for population increases.) 3. It was agreed that this conversation had been very useful and a doctor will now come to each quarterly meeting. 	<p>Jo</p> <p>Jo</p> <p>Jo</p> <p>Jo</p>
3	<p>Minute taker</p> <p>David volunteered to be the regular Minute taker.</p>	
4	<p>Healthy Times newsletter</p> <p>David volunteered to become the regular Editor.</p> <p>The next issue will be published in the first week of September ahead of the Health Summit. The following points to be noted:</p> <ol style="list-style-type: none"> 1. A distribution list to be circulated for core members to volunteer for various drops and to recruit reps for the villages. Jo said they already send copies to the village Post Offices and she may be able to identify useful village contacts for us. 2. The masthead will feature the PPG logo as well as the Practice one. 3. Jo to see if a clean master copy can be kept handy so additional print runs don't use 4th generation originals. 4. Jo to advise when the lunchtime phone cover can be announced. 5. Biographies and maybe photos on the two new members of staff could be included. 	<p>David</p> <p>Jo</p> <p>Jo</p> <p>Jo</p> <p>Jo</p>

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	<ol style="list-style-type: none"> 6. Marcus to write a summary of his Midwives initiative. 7. To feature the same list of achievements as on the new Notice Board. 8. Recycled medicines facility to be covered 9. A story on the Practice's research work needs to include a blanket apology for those who applied to join the kidney trial but never had an acknowledgement from the Oxford University researcher. 10. David to circulate a publishing schedule. 	<p>Marcus</p> <p>David</p> <p>Jo</p> <p>David</p> <p>David</p>
5	<p>Matters arising</p> <p>Health Summit on Tuesday 23rd of September at the Surgery.</p> <ol style="list-style-type: none"> 1. Jo to book the room please from 1800. 2. Marcus volunteered to manage the event. It was agreed he only needs email those core members who will be involved in particular support activities. 3. The hoped-for speaker is Catherine Blaxhall of Carers Oxfordshire http://www.carersoxfordshire.org.uk/cms/ 4. Approx. half the Summit will focus on Carer issues. 5. Jo hopes to be able to involve Merisha from the local Carers group. 6. It was agreed that the event needs to include things of interest to young carers 7. Douglas mentioned that the local Rotary group have youth carers support sessions and he will see if they could be involved. 8. Item on making the community more dementia-friendly 9. A press release will be needed for local print and online media. 10. Jo to see if a doctor, preferably female this time, could speak. <p>Patient Surveys. This is now completed and on the Surgery website. A comment on the analysis may follow once John has consolidated the verbatim comments for Caroline.</p> <p>Jo to advise when the next one will happen. Members to complete the Hospital Transport Survey as individuals. The survey link can be passed on without restriction. It appears that SCAS want to restrict transport to those who need medical support on the journey.</p> <p>Ferendune. Not covered specifically.</p> <p>Patient Group Information Board.</p> <p>Dr Cartwright commented that the new PPG information board needed some attention to make it more informative.</p> <ol style="list-style-type: none"> 1. Emily to put up a new (laminated) heading with John's strapline included. 2. John and Emily to look at putting up suggestions and sign-up forms. 	<p>Jo</p> <p>Marcus</p> <p>Jo</p> <p>Douglas</p> <p>Emily</p> <p>Marcus</p> <p>Jo</p> <p>John</p> <p>Jo</p> <p>All</p> <p>Emily</p> <p>John & Emily</p>

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	NAPP Conference. John said that it had been well worth going and will write a brief report.	John
6	PPG Awareness Week 2-7 June It was generally felt that our participation in the events had been useful. Jo said that the coffee morning had raised £261.	
7	Recycling medicines. This service is now active and features on the website. http://www.whmp.co.uk/latest_news.htm Gene will add a link to the faringdon.org site.	Gene
8	Cancer Care Marcus said that the computerised diagnostic tool for GPs needed to be approved by the Thames Valley Cancer Care group and that the OCCG cancer specialist is hoping to recruit triallists.	Marcus
9	Midwives Marcus said that he had received a very thorough reply to his letter which he has passed on to interested groups. He will welcome any thoughts from the group to add to his follow-up.	Marcus
10	Contact List This was circulated and updated.	
11	Websites PPG site. Ongoing maintenance continues with Gene, who asked for suggestions on additions and/or improvements. Surgery site. The site needs to be reviewed, including a new item on Clinics and Services. Jo to advise which aspects most need updating.	Gene/All Jo
12	Library John is hopeful to have the PPG library installed in the meeting room as soon as he has compiled the electronic catalogue/search directory.	John
13	Dementia awareness Emily will continue to lead this topic and there may be info for the newsletter on the project to make the community more dementia-friendly. Jo said she would be interested to know more about the Clive Project outfit in Witney.	Emily
14	SWOL John and Marcus will go to the July 15 th meeting and hope to discuss grants for Carers, Marcus' midwives initiative, Federated Commissioning and Talking Health consultations.	Marcus & Gene
15	Expanding the core group It was agreed that the present core group needed fresh members to represent the needs and views of younger, family, ethnic patients, for example. But rather than putting out a blanket plea for new members it was agreed that specific patient types	

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	should be identified and then appealed to through the newsletter and other publicity.	All
16	<p>Individual projects</p> <p>Gene suggested that we could be more effective as a group if each member took responsibility for some specific area or areas of activity. She offered to become long-term chair of the group for the next 4 meetings which was warmly accepted. Other roles discussed were:</p> <ol style="list-style-type: none"> 1. Marcus to cover the next health Summit, cancer and midwifery issues as well as PR and publicity. 2. David is Newsletter Editor and Minutes taker. 3. Emily will look after Caring and Dementia issues. 4. Douglas will see if he can, in partnership with Emily, take on the youth carers brief. 5. Kaye said that she was particularly keen that the Practice should do more in a practical way, such as having a doctor on duty specifically to handle emergencies or for a specialist nurse to triage patients before they see their doctor. Gene suggested that this could be a very valuable topic and urged Kaye to do some research to identify what would be the most productive innovation. 	<p>Marcus</p> <p>David</p> <p>Emily</p> <p>Douglas</p> <p>Kaye</p>
17	<p>Next meetings</p> <p>1830 on Tuesday 9th September</p> <p>1830 on Wednesday 10th December</p>	All

Circulation

Caroline Beaney
 David Burn
 Kaye-Frances Byers
 Douglas Dalrymple
 Marcus Laphorn
 John Mattingley
 Jo Morgan
 Emily Norton
 Gene Webb

Approved by

On