



White Horse Medical Practice Patient Participation Group

MINUTES

Date: 9th September 2014

Place: White Horse Medical Practice

Attending: Gene Webb (Chair)
 Caroline Beaney
 David Burn (Minutes)
 Kaye-Frances Byers
 Douglas Dalrymple
 Marcus Laphorn
 John Mattingley
 Emily Norton

Apologies: Jo Morgan

	Item	Action
1	<p>Minutes</p> <p>The Minutes of the meetings on 11 March 2014 and 11th June 2014 were approved.</p>	
2	<p>Intermediate Care Services</p> <p>Gene was concerned about intermediate care beds/service provision for Faringdon since the closure of the Ferendune beds. The Practice has said it is content with the intermediate care services through the Single Point of Access (SPA) Gene wants to get clear information on use of intermediate care by Faringdon people Caroline will ask the SPA what data they hold.</p> <p>We may invite a District Nurse to our next meeting.</p>	<p style="text-align: center;">Caroline</p> <p style="text-align: center;">Gene</p>
3	<p>Healthy Times newsletter</p> <p>David explained that the poor reproduction of the first print run was because of the Surgery's elderly photocopier. Caroline said further runs, using the modified master, will be done on the new machine – due this Friday. This will include top-up quantities for the village pharmacies. Caroline will let us know when clean copies are available.</p> <p>The Distribution List was passed round and David will issue an update.</p> <p>It was agreed to stay with two issues a year in an A4 format. If copying issues persist we may get quotes from professional printers.</p>	<p style="text-align: center;">Caroline</p> <p style="text-align: center;">David</p>
4	<p>Health Summit on Tuesday 23rd of September at the Surgery.</p> <p>1. Marcus said that several local publications had not covered the Summit which means that the PPG will need to make extra efforts to publicise the event among their friends and acquaintances.</p>	<p style="text-align: center;">All</p> <p style="text-align: center;">All</p>

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	<ol style="list-style-type: none"> 2. Helpers will be needed at 6.00 to prepare the room. 3. We will not serve refreshments apart from having water and paper cups available. 4. The running order, with Marcus as MC, will be: a) Catherine Blaxhall, b) Marcus on the PPG then c) the Panel Questions session which will include Dr Douglas on the panel. Marcus will wrap up the event. 5. Douglas offered to take notes of the questions that are raised. 6. Gene and Emily to act as Recruiters. It's hoped that last year's new member forms can be reused. 7. Caroline to provide a couple of signing-in forms on clipboards. 8. Caroline said she hoped to be able to extract the email addresses of the Practice's known carers and send them info about the Summit by email. 	<p>Caroline</p> <p>Douglas</p> <p>Gene & Emily</p> <p>Caroline</p> <p>Caroline</p>
5	<p>Maternity Service</p> <p>Marcus updated us on SWOL's positive reaction to the initiative and the fact that all Vale Practices have been invited to participate in a survey. Caroline will advise on the responses received though she warned that there are a great many surveys on at present.</p>	<p>Caroline</p>
6	<p>Practice matters.</p> <ol style="list-style-type: none"> a) Patient Survey – Caroline and John to meet. b) Next Patient Survey; Caroline said that there was now a mandatory TripAdvisor-style online survey that the Practice was obliged to take part in as from 1st December – members were given sample cards for testing. Caroline to consider how the PPG can help with this. c) Online appointment bookings will be featured strongly in the next Healthy Times 	<p>John + Caroline</p> <p>All Caroline</p> <p>David</p>
7	<p>NAPP and SWOL</p> <ol style="list-style-type: none"> a) John debriefed us on the NAPP Conference and suggested we read his brief report for discussion at the next meeting on any ways in which our group can influence outcomes. b) It appears, from NAPP, that many PPGs are having difficulty getting involved with commissioning. . This has been raised at SWOL meetings, but there has yet to be formal channels put in place. c) Caroline mentioned that PPGs are interrogated when the Care Quality Commission makes its snap inspections of Practices. d) Gene said that SWOL was going through personnel changes. At the latest meeting the Section 106 question and Maternity Services provision had been raised. e) There had also been a discussion on the Oxfordshire deficit and the short- 	<p>All</p>

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	comings of Choose-and-Book.	
8	<p>Helping the Practice</p> <p>a) Caroline will give us a prioritised list of the non-medical requests that patients most frequently pester their GPs about. This could be featured in the next Healthy Times.</p> <p>b) The newsletter will continue to work through describing the less well-known specialist services.</p> <p>c) Section 106 money. Caroline said that she'd been called by NHS England to see if the planned 20,000+ new patients expected in the Vale area would have any impact on the Practice. Gene will give Caroline the name of the Vale's Head of Planning to pursue further the issue of whether Section 106 money is available for local health services.</p>	<p>Caroline</p> <p>David</p> <p>Gene</p>
9	<p>Patient Group Information Board.</p> <p>John said that it looked as if patients in general had been helping themselves to space on our notice board. He will now check it approx. monthly and ensure that these items are clearly displayed: Healthy Times, Summit Posters, Terms of Reference and How to Join.</p>	John
10.	<p>Carers</p> <p>In addition to Carers being the headline item at the Summit, Douglas' Youth Carers article will be included in the next newsletter.</p> <p>Caroline is to advise if the Practice can identify Young Carers on their patient list.</p>	Caroline
11	<p>Clinics and Services</p> <p>Jo has updated the Clinics and Services list on the Practice website and she and Gene will shortly discuss the Home page and the How do I section.</p> <p>The PPG's work on the Practice website can be added to the newsletter's story on the projects that the PPG is involved in.</p>	<p>Gene</p> <p>David</p>
12	<p>Library</p> <p>John has prepared the library catalogue which can now be added to the PPG website on a private page. Gene will also add the Contacts list to that page.</p>	Gene
13	<p>Dementia awareness</p> <p>Emily will give Caroline recent info on dementia in the 30-40 age groups. Emily is also hoping to survey the retailers and catering establishments in Faringdon to see how prepared they are if faced with an unaccompanied dementia sufferer.</p>	Emily
14	<p>Cancer Care</p> <p>Marcus said that this topic should be against Jo's name and Caroline will chase Jo about the previous meeting's action point.</p>	Caroline
15	<p>Practice Services</p> <p>Kaye said she had spoken to two Swindon Practices and had been particularly impressed by one which has a mini-operating theatre on site which is available for private as well as NHS patients. The other Practice had several nurse-run clinics</p>	

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	<p>which worked very effectively.</p> <p>Kaye wondered if our Practice could re-start minor surgery. Caroline said that funding had been withdrawn a while ago but that it was now coming back in. Caroline was asked to find out the possibility of establishing this service in Faringdon.</p>	Kaye & Caroline
16	<p>Expanding the core group</p> <p>Marcus said that he hoped Graham Hall would join the group and will pass on these Minutes to him.</p>	Marcus
17	<p>AOB</p> <ol style="list-style-type: none"> 1. Marcus reported on his correspondence with Ed Vaizey on the impact of funding cuts. Caroline said that the so-called 'New Money' was actually a re-labelling of funds that were due to the GP network anyway. Marcus has received very helpful information from Dr. Cartwright and will now write again to our MP. 2. David wondered if it would be useful to have a special annual review and planning meeting where no regular business items were discussed. There was insufficient enthusiasm for this to go any further. 	Marcus
18	<p>Next meetings</p> <p>1830 on Tuesday 9th December (NB date change)</p> <p>Thereafter on the 2nd Tuesday: 10 March 2015, 9 June, 8 Sept and 8 December 2015.</p>	All

Circulation

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

Approved by

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