

Minutes of the Baslow Health Centre Patient Participation Group (PPG) meeting held on Tuesday 11th September, 2012 at 6.30pm.

Present

Patients:

Trish Lee (Chair)
Keith Maslen (Minuting Secretary)
Gordon McPhie
Lorna Wilson

Staff:

Dr. Mark Bermingham

Gordon McPhie was welcomed to the meeting

1. Apologies for Absence

Gillian Anderson, Jane Buckham, Denise Hall, Mary Hampton, John Lambert, Richard Powell, Karl Rex (Practice Manager)

2. Adoption of the Minutes of the Last Meeting

The minutes of the last meeting were approved and signed as a true record.

3. Matters Arising

3:1. Increasing Active Membership. Lesley Platt had resigned from the committee. Keith Maslen will look at this issue with the new Membership Secretary when appointed. **ACTION: Keith Maslen**

4. Election of Membership Secretary

Lesley Platt has resigned from the committee. No one had been proposed or had put themselves forward for this role. As there was only a small number of members present Keith Maslen would contact all committee members to ask for nominations/volunteers to take on the Membership Secretary's role. **ACTION: Keith Maslen**

5. Practice Update

5:1. System One Update. The new computer system is now fully installed and the surgery staff are still receiving training in its use. There have been some initial problems with the server crashing and causing delays in getting repeat prescriptions logged but these have now been resolved and the dispensary will soon be back to normal.

5:1:2. Patient Log In. The user name has to be changed to access the repeat prescription and to book appointments online. It is necessary to contact the reception to get the details, thus taking up the receptionist's time. It was suggested that the information was published on the surgery website and that notices could be placed in the surgery. Dr. Birmingham undertook to arrange this. **ACTION: Dr. Bermingham**

6. NAPP Membership

The NAPP membership is due for renewal in October at a cost of £30. It was generally agreed that we should renew the membership and Dr. Bermingham kindly suggested that the invoice could be sent to the Health Centre for payment.

7. PPG Newsletter

Keith Maslen was pleased with the response to the request for suggestions of items for inclusion in a PPG newsletter. The suggestions made have been circulated to all members. As there were far too many ideas for one news letter it was agreed that Keith would ask the committee to email him with the three they feel should be included in the

first issue. Keith will also ask for volunteers to join the Communications Sub-Group to work on the Newsletter. **ACTION: Keith Maslen**

8. Future meetings: bi-monthly or quarterly

The committee members present were in favour of the bi-monthly meeting. The quarterly meeting was considered to need less commitment but if a meeting was missed the time between meetings would be six months. As there were only a few members present Keith Maslen would ask the absentees for their thoughts before a final decision could be made at the next meeting. **ACTION: Keith Maslen**

9. Annual Public Meeting

An annual public meeting was thought to be a good thing which could be organized in March to coincide with the AGM. This would give us time to make arrangements. Suggestions were requested for the content of the public meeting. A talk from one of the doctors, nurses or office staff was suggested. Based on the number of people who attended the Parish Council AGM, it was thought that the attendance of patients who were not PPG members would not overwhelm us and that the first meeting could be held in the surgery.

10. PPG meetings: are they turning into a box ticking exercise with follow up meetings elsewhere? If they are what should be done?

10:1. Some members had suggested that the PPG should concentrate its efforts on surgery issues and that less time should be devoted to other extraneous issues. Keith Maslen who had been attending workshops concerning the new arrangements for the NHS, which come into force on the 1st of April next year, organized by the PCT and the shadow North Derbyshire Clinical Commissioning group and PPG networking meetings said that he would in future provide a written report of future meetings. However as the patients are supposed to be at the heart of the new changes and are expected to play a part at all levels of management it is important that PPGs keep abreast of developments and have some input into how the new systems will work and to ensure that the patients voice is heard.

10:2. Results of the Patient Survey of 2010 were circulated with the agenda. Keith Maslen is to circulate committee members to identify the issues that they feel are the top priority for discussion at the next meeting. **ACTION: Keith Maslen**

11. Any Other Business

11:1. Dr. Bermingham was asked what would be gained by having the new surgery? He explained that the plan was to have extra consulting rooms which would allow the practice to expand its services. In the mean time Newholme is able to provide physiotherapy, and podiatry. Patients are now able to self refer themselves to Newholme for physiotherapy.

11:2. In order to assist committee members organize their diaries, it was decided to fix future meetings to be held bi-monthly on the second Tuesday in the month

Date and time of the next meeting. Tuesday 13th November, 2012

The meeting ended at 7:40 pm

Would members please let Richard Powell have any agenda items for the next meeting by Sunday 4th November, so that an Agenda can be agreed and circulated in good time.

richardhenrypowell@gmail.co