

Patient Participation Group Meeting Minutes
Hailsham Medical Group
Wednesday 15th May 2019
12.30 – 13.30, Waiting Room, Vicarage Field Surgery

Apologies: Eddie Powell, Gill Wheeler, Janet Simes, Jeanne Nippers, Kim Willis, Stanford Jeffrey,
Present: Karen Royce, Relationship Manager, Stacey White, Admin Support, Victoria Turk, Lead Medical Secretary, Jayne Morris, Prescription Team Lead, Christine Webster, Iris Sampson, John Morton, Lesley Dyer, Patricia Potts, Pete Sampson, Sue Toomey

Item	Title	Discussion	Action/Follow Up
1.	Apologies	Eddie Powell, Gill Wheeler, Janet Simes, Jeanne Nippers, Kim Willis, Stanford Jeffrey,	
2.	Approval of previous minutes	The minutes were approved.	
3.	Matters Arising	One of the PPG members commented that they had heard that houses were going up instead of the new surgery: discussions and planning for the new surgery are on-going.	
4.	Consent for Minutes to be displayed in waiting rooms and on website	JM clarified with the group that the Minutes should be put up in each waiting room and on our website and asked the group if they are happy with this as their names will be on the minutes? All members present at the meeting were happy for this to happen. SCW to contact those that were unable to attend this meeting to confirm their acceptance to this proposal.	SCW
5.	Future co-operation of HMG and Bridgeside PPG's	JM was unable to attend a meeting last week; Ralf Olsen, Chair of the Bridgeside PPG was at the meeting and has liaised with JM. There was GP representation at the meeting and this was thought to be a good idea. It was noted that at HMG although there is not always GP attendance at the PPG Meetings, there is always a very good practice representation from other staff. When we are in the same building we will have a Social Prescriber Link Worker who will work at both Practices. They will help patients to help themselves, help them become aware of their health conditions and take responsibility for them. Hailsham Active will also help. There was a forum meeting last week thus the Primary Care Network Agreement will be signed shortly. This will allow practices to work closer together and this ties in with the Extended Access Service. We have the same computer system which will allow more joint working. This will also give more power to potential future bids etc. HMG are in a good standing as we already have Allied Healthcare Professionals in place together with a Senior Clinical Pharmacist and a Social Prescriber Link Worker. There is a positive attitude at Bridgeside towards joint working; Ralf has been in contact with Stephanie Williams, Practice Manager at Quintins to start networking. The PPG chairs will meet up and feedback. JM feels the PPG is a bit toothless, other than attending meetings nothing is being achieved. They sent out a newsletter at Christmas but have not had any contact. It is difficult to engage our patients. The group are happy for JM to carry on liaising with Ralf at Bridgeside. The Surgery will try to book the Social Prescriber for the next PPG meeting in September.	
6.	PPG involvement in Charity Fund Raising in 2019	The group were asked if they would be happy to help with Charity Fundraising or Disease awareness weeks of which they were happy to do so. The first event is a cupcake sale on 13 th June for the Alzheimer's Society. Details and timings to be sent to the group to see who is able to help at this event.	SCW
7.	Summer Newsletter and Website	KR asked the group what they would like to see in the Summer Newsletter.	JM

		<p>JM will liaise with the group.</p> <p>It may be beneficial to have a section to explain that patients may not always be given a GP appointment and detail what Paramedic Practitioners, Advanced Nurse Practitioners and Nurse Prescribers can do for them. Perhaps a picture of them and what they can do could also be displayed at both sites.</p> <p>There is a drive for more online bookable appointments, the aim is to get this to 25%.</p> <p>Can we get information about the PPG on to the info-screens? The group also asked if information about the PPG can be sent to staff as it has been reported to them that when patients have asked about PPG, some members of the reception staff have not known about it.</p>	KW / KM
8.	Any other Business	<p>With regards to the new surgery build, East Sussex Hospital Trust (ESHT) are not prepared to take on the head lease. HMG and Bridgeside have asked our planning team to meet with the CCG and NHS ENGLAND to explore ways of moving this forward.</p> <p>JM sent an email out detailing the new Contractor arrangement of CCG's working together, which is how it was a few years ago, effectively becoming a PCT again!</p>	

Stacey White
Admin Support
Hailsham Medical Group
20th June 2019