



Old Town Surgery
Patient Participation Group
Meeting 7 November 2013 18:45

Attending:

(ML) Margaret Lay – Chair
(TB) Terasa Beach - Vice Chair
(RF) Richard Fuller – Treasurer
(HS) Hayley Slatter – Practice Manager
(ES) Elaine Sullivan – Secretary
(BB) Beryl Bowles
(KT) Krystyna Tworek
(MC) Maurice Cleary
Dr Heaton

Guest attendee:

Stephanie Burrows – Eldene PPG

Apologies from:

none

Virtual membership

(email only)

Agenda

1. Minutes from the last meeting
2. Actions from the last meeting
 - a. See actions
3. Practice Manager's Update
4. Open Evening, preparation/attendees
 - a. Update from Hayley
5. PPG Forum – HealthWatch meeting 3 Oct 2013
6. Donations for tombola/fundraising (Christmas)
7. AOB
8. Date of next meeting

1. Welcome and apologies

No apologies were given for the meeting.

2. Minutes of the last meeting.

Minutes of the last meeting were reviewed and corrections identified.



ACTION: ES to update the minutes and circulate to HS for inclusion on PPG page

3. *Actions from the last meeting*

The following actions were completed since last meeting

ACTION: BB to get brochures from hospital covering 'Men's health' [DONE]

ACTION: HS to source contact at Health Hydro. [No 'Men's Health' at Hydro]

ACTION: ML to speak to sponsors [DONE]

ACTION: ES to get permission from the Clifton pub to display posters in men's toilets. [DONE]

ACTION: KT to place flyers up at Rowan and Mistletoe Courts (save the date flyer) [DONE]

ACTION: ML/HS to explore the advertising and publicity opportunities [DONE]
Swindon Advertiser should be including an editorial piece on Saturday (9th). They also confirmed that a HealthWatch rep has been appointed to the paper with the responsibility of raising awareness of health issue. ML to work with new contact for future events/press opportunities.

ACTION: ES to sign building society paperwork [DONE]

4. *Practice Manager's update*

Dementia screening

Presentation took place on Wednesday 30 October @ 1pm by Cantab Mobile. Presenter confirmed cost of App is £1.2k (licence fee) which is renewable each year. Dr Heaton mentioned the possible suggestion of the CCG 'investing' in the product. This may be reduced if purchased en masse i.e. if 20+ purchases then potential 20% discount. Suggest GPs in Swindon seek to purchase collectively if no CCG support. KT asked whether it was possible to visit a GP surgery that is currently using the product. OTS to investigate this option.

Service Redesign meeting – 18 November

On 18 November there will be a Service Redesign meeting where Cantab will make a presentation to all local GPs.

Dr Heaton informed the team that the Consultant Psychiatrists are trying to shift some of their teams from Secondary Care to Primary Care and would like local GPs to join a pilot. The Old Town Surgery GPs are keen to take part in the pilot. The pilot wouldn't necessarily use the Cantab screening tool; rather use their own tools and staff.

Flu Clinic

The Flu Clinic was very successful and all patients expressed thanks for the speed and efficiency with the way it was conducted. PPG members discussed the need for more posters advertising the next Open Evening, leaflets explaining why we are fund-raising and other PPG promotional opportunity literature.



ACTION: HS to prepare/develop some new PPG literature ahead of the next Open Evening.

Two donation cheques have been received; one from Francis George, solicitors in Old Town (£50) and the other from Richard Lay (£200). Both donations will go towards the cost of a new iPad for the surgery.

ACTION: ES to prepare thank you letter for Richard. KT has already delivered a letter to Francis George.

5. Open Evening

There have been 19 registration forms for the Open Evening, with only 2 from non OTS patients. Mr Beck is due to arrive at 6pm and will meet with the GPs ahead of the presentation. This will be held in the reception area on the ground floor. PPG volunteers needed by 5:30pm to help set up.

Stuart Lay, photographer joined the meeting to gain understanding of the set-up for the Open Evening and the photo opportunities needed. A few registrants do not wish to be included in the photos. This will be managed on the night.

ACTION: HS to check if any IT equipment needed and produce some PPG leaflets

ACTION: ML/MC to organise tombola prizes (11am Monday 11 November)

ACTION: BB/KT to manage the tombola

ACTION: MC/RF to handle PPG recruitment

ACTION: All PPG members to provide gifts for prizes

ACTION: ES to prepare 'Thank you' letter for Mr Beck

6. HealthWatch PPG Forum – 3rd October

Minutes of the last meeting were circulated. Next PPG Forum meeting will be at 11am on Wednesday 20 November. ML/RF to attend.

Next forum meeting – item on research with Tony Crockett from Clinical Research in attendance. One of the GPs from Shrivenham will be a guest speaker.

7. AOB.

TB informed the PPG that she needs to stand down due to personal commitments and conflict with training courses. Will remain as a Virtual Member and hopes to take a more active role in the future.

GPES

KT asked for an update on this. HS updated everyone with the latest on GPES. HSCIC will be providing an update/leaflet which will be sent to every household explaining what's happening. At previous meeting it was noted that the deadline for people to 'opt out' by October. HS confirmed that this has been extended to December.



KT updated the team re the patient survey being undertaken at the GW Hospital, where she is now a volunteer. The survey has been shared with the PPG for reviewing in relation to the next OTS patient survey. Perhaps add the 'family/friends recommendation' to the next OTS survey.

KT provided an anecdote on the poor hearing loop service at the hospital. Surgery to review own hearing loop and report back.

8. *Date of next meeting:*

Next PPG meeting will be Thursday 12 December at 18:45.

Meeting closed at 20:25