

SWALLOWFIELD MEDICAL PRACTICE

Patient Group Meeting

Minutes

14 September 2015

- 1 **Present:** Roberta, Fran, Sandy, Mike, Roger, Rosemary, Will
Apologies: Dave, Jane, Jim
- 2 **Welcome**
Roberta welcomed everyone to the meeting
- 3 **Newsletter ideas**
Ideas for the winter edition include Flu & shingles campaign, Alcohol awareness, Xmas opening times, PRG - what, why how, HCAs, NHS Choices, keep warm keep well, MI nurse & Duty doc - info needed for signposting by reception, List of MI illness that can be dealt with by MI nurse.
Contributions in by end November please
- 4 **CQC Update**
Nil to report
- 5 **CCG Patient forum update**
Roberta gave a brief synopsis of the meeting of the CCG patient group forum meeting held during September. The CCG Vision for primary care services was discussed along with a proposed timetable of topics to be discussed at CCG forum meetings. These topics form part of the strategy which will help deliver this vision across the CCG. There will be a public meeting for Wokingham Borough residents in October (dates to be published) and feedback can also be given via the CCG website www.wokinghamccg.nhs.uk

The PPG Forum constitution was mentioned - any attending NHS employees will be non voting members
Healthchecks and their value were mentioned -
CQUINs (Commissioning for Quality & Innovation) - clinically driven targets - to help deliver the CCG Vision
Neighbourhood Clusters - work on this project is still ongoing
Healthwatch - are looking at trends with emphasis on care homes, carers, Mental Health and discharge from RBH
- 6 **Enhanced Access Service**

SMP has signed up to this enhanced access service which will enable us to provide increased capacity with extended hours clinics on 3 evenings and 26 Saturday mornings during the year. Saturday clinics would be with 2 GPs (28 appointments) plus a Practice nurse clinic one week in every 4. All agreed this would help with demand for appointments but are concerned that our GPs are going to be overloaded. Mike is interested in harnessing new technologies to relieve the load on GPs eg the waiting room BP which has proved popular. He suggested email consultations and will put more thought into how this can be achieved.
- 7 **Extension**
SMP list size will definitely increase over the next few years and there is no room with the existing premises to accommodate the additional staff required to look after this increase in population. SMP wish is to extend the current premises in order to provide an additional 2/3 consulting rooms and new offices for the district nurses. They will apply for funding to help with the build but may not be successful with our bid. The cost of a bank loan would then be borne by the Partners instead. Preliminary plans are being drawn up and once the final plans are ready local interested parties will be invited to view and comment.

Action

All

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Staffing

We have successfully appointed a trainee dispenser and a trained phlebotomist to the team. Interviews for a practice nurse/minor illness nurse will be held w/c 21 September. We have a locum GP covering 3 sessions in September. Dr Riddell will cease to locum for us in December if not before.

AOB

appointment demand has been pretty stable over the summer months but we expect demand to increase with the onset of autumn.

Date of next meeting: Monday 30 November 6.30pm