

PPG Meeting - Tuesday 13th June 2017

@ Arden Medical Centre

1. Present

Present: Dr Jane Holt, Becci Young, Richard Birkin (Dick), Simon Johnson, Ibrahim Shefik (Shef), Carol Linfield, Glennis Portsmouth & Peter Turle.

2. **Introduction** – Tom Messenger. Joined Arden on 1st April as a business & administration apprentice. At practice for 12 months

3. Minutes:

- a. **Patient Survey** – Becci circulated a copy of the updated patient's survey and pointed out
 - Highlighted areas which had been agreed to be removed.
 - Revised boxes [larger]
 - Survey to include advert around PPG recruitment.
- b. **TV Screen** –
 - Becci confirmed contract ran to 2020.
 - Two screen system discussed for waiting room and whilst there was nothing in contract preventing us doing this it was not thought practical.
 - Ratio between health related messages and adverts back to acceptable level.
 - Tom to keep a regular check on content.
- c. **IT Skype / Text Messaging**- Becci advised
 - Skype had been reconfigured twice but was still not working correctly and had been passed to third line IT team to resolve.
 - IT team funded by CCG.
 - Becci pursuing with IT team – [On going]
 - Text messaging – Nothing to add to previous minutes.
- d. **Staffing**
 - New start Apprentice – Tom
 - FY2 – Dr Galsinh – Started June
 - FY2 – Dr Akhtar – Starting Aug
 - Patient numbers beginning of Apr 2017 @ 4600
- e. **PPG Newsletter** – Dick working on summer edition
- f. **Waste Project** – Becci thanked all PPG members for replying and explained the initiative was CCG led [group of practices] – looking to gauge the consensus for stopping pharmacies issuing automatic repeat prescriptions except for vulnerable patients. Initiative is aimed at safety and cost savings.
- g. **Treasury Report**

- £327.54 in account

AOB

- I. **Arden Expansion Plan** – [Surgery expansion] Nothing happening for at least the next 18 months, no funding in NHS England, will continue going down process.
- II. **CCG AGM** – 11 July Cranmore Business Park – 14.40 to 16.40. As a practice we are obliged to attend, Becci attending. [Discussions around Birmingham merger]
- III. **PPG Area meeting** – New chair Anne Deverall
- IV. **Solihull GP Alliance**–GP 5 year forward view - 12 practices grouped together on various projects e.g. 7 day access. Practice managers meeting every Thursday to collaborate. Some of our services are going to tender and we are now in a position as alliance to bid.