**DOCTORS LANE SURGERY – PATIENT PARTICIPATION GROUP**

**Minutes of the Meeting held on 10th August 2016**

**In Attendance:**

Dr Mark Hodgson (GP Partner)

Kath Hume (Practice Manager)

John Worrall

Rosemary Davies

Judith Simpson

Laura Earle

Jenny Mooney

Brian Thomas

**Apologies:**

Dr Mike Keavney (GP Partner)

Dr Halina Clare (GP Partner)

1. **Apologies for Absence**

As above.

1. **Minutes of the previous meeting**

The minutes of the meeting held on the 11th May 2016 were agreed as a true and accurate record and are available to view in the surgery and on the practice website [www.doctorslanesurgery.nhs.uk](http://www.doctorslanesurgery.nhs.uk)

1. **Staff Changes Doctors Lane surgery**

Dr Clare will be leaving the practice at the end of October; recruitment is underway to replace her.

Kath Hume the Practice Manager will also be leaving at the end of August and once again recruitment is underway for her replacement.

1. **Patient Participation Group membership**

The PPG group welcomed a new member Laura Earle from Barton onto the group and look forward to working with her. It was agreed that we would issue a set of minutes for Laura to display in Barton Post Office.

**Action – Kath Hume to send a copy of the finalised minutes to Laura for display at Barton PO**

1. **Friends and Family Test**

The friends and family test which is collated via the iPad in reception and paper forms had received the following responses:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Month | Extremely Likely | Likely | Don’t Know | Unlikely | Neither Likely or unlikely | Extremely unlikely |
| May | 7 | 2 | 0 | 0 | 0 | 0 |
| June | 9 | 0 | 0 | 0 | 0 | 0 |
| July | 5 | 2 | 0 | 1 | 0 | 0 |

1. **Nursing Workforce Project Update**

As a direct result of the frailty project funded by Hambledon Richmondshire and Whitby CCG Doctors Lane Surgery had identified 87 patients, referrals have been made to Continence, Falls, memory Clinic, Podiatry, Hearing Aid assessment, and the HOT clinic (the HOT clinic consists of a multi-disciplinary team)

Patients will be sent a second questionnaire following their assessment; the results will be brought to the next PPG meeting in November.

**Action – PPG members to feed back any comments to the next meeting.**

1. **Clinical Commissioning Group update (CCG)**

As discussed at the last PPG meeting the Hambledon Richmondshire and Whitby CCG have a budget deficit of £7.7m this year which equates to approximately 5% of their allocation.

GP’s are being encouraged to reduce referrals and prescribing costs, if all practices prescribed the same there could be a saving of £4m and similarly if referrals were the same as the best performing practices that could also save £3m. The CCG board members will be visiting practices that are outliers, based on the last three years figures outliers. Doctors Lane Surgery are the lowest prescribing practice and the second lowest referrers of the 21 practices within the Hambledon, Richmondshire and Whitby CCG areas.

The CCG are funding a pharmacist to work in Primary Care to reduce prescribing variation with the medicines management team, this initiative is expected to be self-funding and if successful could be recurrent. The pharmacist will also be working with patients identified from the frailty project.

The CCG are carrying out a consultation across the patch regarding the closure of the Lambert Hospital at Thirsk which is a community hospital. The Lambert has been temporarily closed by South Tees Hospitals due to staffing issues. The consultation will include the Rutson Beds and the Lambert but not the Friary. The CCG are looking to commission step up/step down beds which will be care provided day to day by carers in a facility, medical needs will be carried out by Doctors and Nurses as appropriate - This is part of the CCG’s strategy for care closer to home.

1. **Heartbeat Alliance**

The Heartbeat Alliance is hoping to access funding to look at 7 day access, more information will follow at the next meeting.

1. **CQC Visit and Report**

Dr Hodgson reported that the CQC visit had gone well and the Practice had received Good for all ratings an Outstanding for care of the elderly.

The practice team will meet to discuss the report and to agree an action plan to ensure the continued performance and improvement in care for patients. The report had been distributed to all PPG members and any comments to be brought to the next PPG meeting for discussion.

**Action – All members to feedback comments to from the CQC report to the next meeting.**

1. **Flu Clinics**

Doctors Lane Surgery will be putting on clinics for flu vaccinations as follows:

**Flu Clinics 2016**

|  |  |  |
| --- | --- | --- |
| **Saturday 24.09.2016** | **9:00 – 12:00** | **Doctors Lane Surgery** |
| **Wednesday 28.09.2016** | **10:00 – 12:00** | **BARTON METHODIST CHURCH**  **CHURCH ROW BARTON**  **(Near the beck)** |
| **Saturday 1.10.2016** | **9:00 – 12:00** | **Doctors Lane Surgery** |

Eligible patients will be notified via flyers handed out with the prescriptions, PPG members have agreed to include the dates in parish newsletters, posters will be displayed on notice boards and in the Surgery. Any patients who have not attended for their flu vaccination at the end of the clinics will be invited via letter.

**Action – Kath to send an electronic copy of the flu clinic dates to all PPG members**

1. **ECG Machine**

The practice is looking to replace its ECG machine, an offer of funding has been made if the practice can match fund. The practice nurse is looking at the cost of ECG machines and will confirm for the next meeting.

1. **Any Other Business**

**Prescriptions**

Members raised the issue of prescription delivery and the possibility of using volunteers – this will be discussed at the partners meeting and then brought back to the next PPG meeting for further discussion.

**The next PPG meeting will be held on Wednesday 9th November 2016 at 6:30.**