

# Low Moor Medical Practice

## Meeting of the Practice Patient Participation Group

Monday 15<sup>th</sup> January 2018

**1. Members present:** Bernard White (BW) (Chair), Bev Monkman (BM), Audrey Robinson (AR), Norman Settle (NS), Maureen Rowland (MVR) (Practice), Alex Avis (AA) (Practice),

**2. Apologies:** Derek Butterfield (DB), David Robinson (DR), Jean Wainman (JW), Christopher Wainman (CW), Pat Sagar (PS),

### **3. Minutes of the Previous Meeting:**

The minutes of the previous meeting were circulated during the meeting.

### **4. Matters Arising from the Minutes:**

#### **a. Lost In Memories. Dementia Awareness Theatre Presentation:**

**BW** advised the group he had given back word to Appleton academy regarding the use of their theatre facilities as they were pushing for a definite commitment of use. But they are willing to consider an application for use in the future. He has contacted the doctor who is organising the play regarding a number of issues, but there has been no reply as yet, although it has been reported she is currently doing charity work in Asia.

**BW** reported the play has become a joint venture between Low Moor and Sunnybank Medical Practices with currently a committee of 3 volunteers from each practice. As there is currently no suitable venue in the area, as many local churches hotels and groups have declined to host the event, **MVR** suggested that as the play itself is just 20 minutes long it should be held in the Low Moor waiting room one evening. This should alleviate some of the funding issues, give the audience a destination they know and is under our control. **AA** said he would take this suggestion to the practice partners for ratification/decline.

**b. Coffee Mornings.** The coffee mornings have had a slow start but are getting busier. The coffee has been moved out of the Health education room into the waiting room which is being greeted positively by the waiting patients. It is proving a useful platform for conversation and information gathering. **AA** suggested this move should help with the on-going recruitment of more PPG and Health Champion members. Due to a course she is attending, **BM** will be unable to help out at the coffee mornings until Easter, so **AR** has volunteered her help.

### **5. Recruitment of more PPG & PHC members**

In addition to the use of the coffee mornings a recruitment tool, the CCG are trying to gain greater involvement for the patients. As such a text message had been prepared to be sent out pre-Christmas encouraging patients to join up. This hasn't gone out as the practice looking into the on-going security issues of bringing in patients who may not be able to fully engage. This is an on-going topic at the time of the meeting. **AA** and **BW** to continue the discussions regarding this issue.

### **6. Practice Managers report.**

**a. AA** reported that the practice numbers are up to 10k patients, which gives some issues with practice contract of patients have some clinical contact within 24 working hours. AA is currently investigating extending the number of clinical rooms to allow for more clinicians in place. Planning permission will be required for this as well as funding so will not happen in the short term. In addition, **AA** is looking at employing a new Advanced Nurse Practitioner, along the lines of Mrs Sarbjit Kaur and Mrs Sue Stephenson, to give full medical cover, with three exceptions (sick notes, mental health certification, and Death certificates). In the first instance there will be a working

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period of three weeks to ensure the candidates fit to the practice and then looking to extend that contract.

**b.** the new blinds for the waiting room should be fitted this week, thus making the area look somewhat tidier.

## **7. AOB.**

**a. BW** has joined the mailing list for the NHS libraries to ensure a regular supply of promo materials for current NHS health campaigns, thus keeping the practice fresh and relevant. This lead to discussions regarding leaflet display racks which will be looked into.

**b. BW** has produced and distributed a newsletter for the PPG which has had a reasonable response and feedback. This is an on-going information project.

**c.** Alan English, a Low Moor patient, who is a patient member of the BTHT governors, has offered to come and give a talk about the value of the PPG in the Bradford hospitals and its area. It is hoped that this will make people aware of what is going on and he will be available to take comments. It was decided to invite him to a full meeting of the PPG and PHC, possibly to the post Easter meeting in April 2018.

## **8. Next meeting. Monday 12<sup>th</sup> March 2018 at 10.30 am.**