**Minutes PPG Meeting 13th March 2018**

Held at Beech Hill Medical Practice

**Attendees** JW, HK, JP, PC, PD, AH, BW, ID, CB

Guest Speaker CB from Sunshine House- smile project

**Apologies**- CH, PG, JH, JH, PT

 Jenny & Jean welcomed everyone to the meeting and introductions were made by all.

1. **Presentation**

A presentation was given by Cheryl who attended from Sunshine House on the smile project. Details of the varying groups and programmes run at the centre were discussed and how these can be attended. The group found the presentation very informative and praised the vast range of services available at a very reasonable cost. Sunshine house also have a café where food and drink at a very low cost is provided. It was agreed this was a great service particularly for those who may be isolated and lonely. Visits can be arranged by contacting sunshine house on 01942 820026.

1. **Minutes of the previous Meeting**
* JP read through the minutes of the previous meeting for the benefit of those who were not present and it was agreed no actions are outstanding.
* JW advised although the last meeting was informative that we must keep to time going forward as the last meeting as 2.5 hours long and this is too long.
1. **Practice Update**

**CAB -**H.K provided an update on the Citizens Advice Project taking place as she had recently attended a meeting regarding where a review is being undertaken to understand trends and patterns within the service and a paper will be shared on this. Praise was given to how well the service is doing in the practice and the positive feedback that has been received from those who have utilised the service. Further funding has been agreed to allow the project to continue to run, exact dates for this still to be confirmed.

**Nursing Home Project** – HK does not have an update on this at present but will provide information at the next meeting.

**Dr Robertson** – The group were informed we have a new Male Salaried G.P has recently started at the practice Dr Robertson. He will be working at the practice on Mondays and Thursdays. He is a great new addition to the team

**Wednesday Afternoon**. The group were informed that from Wednesday 21st of March 2018 the practice will remain open on a Wednesday afternoon until 6.30pm. From 1.00PM until 6.30PM The practice will provide administrative support for patients. The doors will be open and telephone access available. Patients will be able to book appointments, collect prescriptions etc. but there will not be any clinical services available. The clinical services that currently operate will remain in place, which are, NHS 111, G.P Alliance and Out of Hours service.

**Family and Friends**

A Summary of Feedback from recent family and friends surveys were shared with the group.

**Update from Chair**

Following recent attendance to the locality meeting JP shared an end of life strategy questionnaire with the group and asked would all complete and return. This is to be returned in the free post envelope to try and gain an understanding from patients as to what they would like to see as end of life care.

AH provided an update on the medicine review that is being undertaken, on what should and should not be prescribed via prescription and what should be need to be bought from the pharmacy. AH advised progress is being made with the piece of work and that the patient’s voice is being heard.

**Feedback**

JB spoke about his ongoing project regarding testing strips and the waste with this and the costs incurred as a result, particularly as a waste in medicine project is taking place. JB had written to many bodies within the CCG regarding this but is advised that the most effective way to encourage changes with this, is to continue to take it forward to the manufacturer. JB has been liaising with Roche over this for some time. JB shared with the group he fears costs will increase further with self -testing gathering pace and an increase in patients wanting to do this. JB will be attending the next medicine waste meeting with AH.

**AOB**

JW advised we have speakers planned for up-coming meetings.

ID asked JW to contact LGBT regarding information for the practice. JW will do this.

**Dates and times for future meetings**

Members prefer the meeting being held at the practice so we will continue with this.

Future meetings

* May 8th 2018
* July 10th 2018