

PPG (PATIENT PARTICIPATION GROUP MEETING)

	AGEND A ITEM	DISCUSSION	ACTION	ACTIO N BY
1	Present	ED,MP, PL, MB, HT, AK, UP, BB, MC, MK		
		Introductions, ground rules & expectations discussed. Explanation of organisation and aims of forming a PPG Group.		
		Leaflets Distributed: <ul style="list-style-type: none"> • What is PPG? • Do I want to join the PPG? 		
		Question for group: ‘What brought attendees along for this meeting and reason for wanting to attend’ Responses: <ul style="list-style-type: none"> • Curiosity • Future of health & care • Respect for the practice & feels strongly about what is happening within the NHS. • New Services • Feedback • Gratitude 		
		Discussion on privatisation within the NHS – explanation on what is happening. Clarification on what changes are happening in regards to the topic of ‘privatisation’		
		Explanation of the PPG being a self-managed group.		
		Question for group: ‘What do we mean by participation’ Responses: <ul style="list-style-type: none"> • Taking decisions • Contributing ideas <p>Other elements of the group – having a shared responsibility for any actions.</p>		
		Comments/Observations from the group: <ul style="list-style-type: none"> • Lighting upstairs in the conference room needs sorting 	Faraz contacted the building	FA

		<p>out.</p> <ul style="list-style-type: none"> • Copy of October's PPG minutes need to be put up on the PPG noticeboard and the practice website. • Date & Time of the next PPG meeting needs to be put up on PPG noticeboard (Labelled big). • PPG Meeting Minutes for July September 2014 need to be put up on the PPG noticeboard. • Need to label 'Patient Participation Group' big and put it on the PPG noticeboard. 	<p>manager to sort this out</p> <p>PPG minutes for October have been emailed to Devon Cockram (works at silicon practice) to put it up on the practice website.</p> <p>PPG minutes for October will be in a plastic clear cover stuck on the PPG noticeboard, labelled 'Patient Participation Group Minutes, Monday 6 October'.</p> <p>Date & Time of the next PPG meeting has been stuck up on the PPG noticeboard, Labelled 'Monday 10 November at 17:30pm'.</p> <p>PPG minutes for July and September 2014 has been stuck up on the PPG noticeboard, labelled 'Monday 1 September PPG minutes & Friday 18 July PPG minutes'.</p> <p>Patient Participation Group sign has been stuck up on the PPG</p>	<p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p>
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		<ul style="list-style-type: none"> • How long should we wait? <ul style="list-style-type: none"> - Patients would like to wait 15-30 minutes for their appointment. • How can we improve the GP Surgery? Issues raised were: <ul style="list-style-type: none"> - How can we improve the service for patients at Kings Road Medical Centre for next year? - What action does PPG recommend for DNAS? 	<p>I addressed this to the receptionist staff members in the admin meeting.</p> <p>Patients to discuss this in the PPG Meeting.</p>	<p>MP</p> <p>PPG patients</p>

Next PPG meeting on Monday 10 November 2014 at 5.30pm.