

Lyme Regis and Charmouth Locality Patient Participation Group Meeting

MINUTES

Date: **Monday 5th March 2018**

Time: **2:00pm – 3.30pm**

Location: **Lyme Regis Medical Centre**

In Attendance: Dan Socaciu – Patient Services Manager
Jo Churchill – Kent House Surgery
Keith Harrison – Health & Wellbeing Officer, North & Mid Dorset CCG Localities
Diane Spencer – Minutes Secretary

Patient Representatives: David Edwards, Hazel Read, Chris Boothroyd, David Hardman, Ros Pritchard,

Apologies: Alison Robinson, Service Manager LRMC, Charmouth Practice

Minutes of Meeting of 23rd October 2017

Nothing outstanding.

Matters Arising – Feedback form PPG Network Event on 5th February

No set model for Patient Participation Groups.

Brief Video of the NHS England GP Forward View

A video was shown to the PPG group re the above. In embryonic stage at present.

Guest Speaker – Keith Harrison

Keith covers 9 practices in North Dorset. West Dorset has had no support for the last 18 months. Elise Ripley who was based in Bridport had a role in our area but has not been replaced since she left.

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Keith explained that he worked with Shaftsbury and Blandford who had PPGs but the other 7 practices had no PPG group. There are now 7 well established groups that have a lot of support from their Practices and hold meetings every 6-8 weeks. They have a shared interest in working together. Keith explained that the CQC expect practices to have a PPG group.

The CCG have been slow to recognise that support is needed to help development of these groups. Catherine Barnes from the CCG who gave a talk at the last joint PPG meeting has since left and her post has yet to be filled to support us and consolidate what is in place.

N.A.P.P. Membership and Resources

We are now members of the National Association for Patient Participation which gives us online resources to aid our development and offers a huge amount of useful information. A generic PPG email has been applied to LRMC by NAPP. The idea being that a core group of patients meet regularly and beyond that every patient could be a member. Wide communication could then be available to patients via email. Keith explained that this is the case at the Sherborne practice where patients have 'virtual involvement'. Data protection prevents patient's information being shared. NAPP are drawing up guidelines.

Keith also mentioned that Sturminster and Shaftsbury practices issue a joint PPG newsletter.

Our PPGs – The Way Forward

To define what we will do as a group (LRMC only). A core of enthusiasm is needed. A PPG information awareness week/day/evening could be held to promote the group. David Edwards suggested handing out leaflets outside the local primary schools. We do not have a newsletter at such at the present time. Any updates go on the website. CB, HR and DE will meet and then a discussion will take place with Dan.

Keith Harrison brought up the subject of the Friends and Family Test which is a monthly national requirement that is collated and sent to NHS England. He suggested that this could be extended into a broader service to aid the PPG. CB recommended that the 3 PPGs had similar objectives. DE will set out Terms of Reference (Keith has a template for this).

Next Meeting Date

In April – date to be confirmed.