**PATIENT PARTICIPATION GROUP**

**Meeting Notes**

**Date:** Wednesday 2 April 2025

**Time:** 10:00am – 11:30am

**Venue:** PMs Office, West Common Lane Teaching Practice

**Attendees:** Michelle Lee (ML), Rita Jackson (RJ), Donna Regan (DR),

Andrea Taylor (AMT)

**Apologies:** Paul Grinell (PG)

1. **Meeting notes for the previous meeting on 15.1.25**

The minutes were agreed as a true record with no amendments.

1. **Actions/matters arising from the previous meeting**

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| --- | --- | --- | --- | --- |
| **No** | **Action** | **By Whom** | **By When** | **Completed** |
| 1 | Discuss Chair/Vice Chair – add to next agenda | AMT | 2.4.25 | Yes |
| 2 | Arrange for JOS – Reception Team Leader to attend the next meeting | AMT | 2.4.25 | Yes |
| 3 | Action Plan following Patient Questionnaire – Arrange Accelerate Session to review comments/processes | AMT/JOS/LT | 2.4.25 | Yes |

1. **Chairs Update**

PG resigned from his post as Chair of the PPG after the last meeting and ML has kindly agreed to take up the position.

ML attended the Patient Engagement Network held on Wednesday 26 February and updated that the group were currently collating evidence on the best way to go forward with the meetings.

There is an NHS 111 campaign promoting use of the service. They are also collecting data on the number of flu, COVID, RSV and Norovirus cases.

1. **Practice Update**

**COVID** – The first clinic for the Spring Booster 25 will be held on Wednesday 2 April. Uptake has been low.

**RSV** – This vaccine was introduced late last year and uptake has been good. This vaccine is for the 75–80-year-olds and pregnant ladies.

New members to the practice team include;

* New FY2s – Dr Barakat Hussein and Dr Michael Brown joined the practice for the April to August rotation

Community Diagnostic Centre (CDC) – has officially opened in the town centre and will be performing diagnostics tests such as; ECGs, Echo’s, phlebotomy etc.

In order to help support the work done in practice that wasn’t previously funded, new Local Enhanced Service Specifications have been implemented from April. Practices will now be recompensed for investigations such as; ECGs, Spirometry, FeNO, and will be paid appropriately for services previously undertaken, such as insulin initiation for Diabetic patients, wound care etc.

We have recently published our first Patient Practice Newsletter. This will be available on our website, social media and copies will be available in the practice for patients to read.

1. **Patient Survey**

We discussed the outcomes from the Action Plan following the recent patient survey. Comments in red were added following the discussions and will be reviewed at the next Accelerate Meeting and fed back to the group.



**Next Meeting**

Wednesday 9 July 10am Practice Managers Office, WCL

**Actions from the Meeting**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Action** | **By Whom** | **By When** | **Completed** |
| 1 | Arrange Accelerate Meeting - Review further comments from the PPG members in regard to the Patient Survey Action Plan | AMT/JOS/LT | 30.6.25 | Yes |