

## MARYSVILLE MEDICAL PRACTICE PATIENT PARTICIPATION GROUP MINUTES

MEETING HELD WEDNESDAY 11 FEBRUARY 2013 AT MARYSVILLE PRACTICE

### Present:

**Chairman** - Graham Spencer

**PPG Members** - Roy Hope; Joy Kay; Jay Mitchell; John Woodyatt; Viv Botfield

**In Attendance** - Heather Wills (Comm Care Co-ord)

**Apologies** - James Braithwaite

### 1. New Group Members

Jay Mitchell and John Woodyatt were welcomed to the Group. VJB to send minutes from previous meetings to help bring Jay and John up to speed 'Who Do I Expect to see?' and Patient Survey to also be included

### 2. Educational Leaflet (Practice Responsibilities)

Viv confirmed Jan Pasall (Reception Manager) was collecting the GPs final comments on the WDIETS? Leaflet

### 3. Marysville Patient Survey

Viv confirmed GPs were happy with the survey content and were no additional questions they wanted included. Jay suggested a re-configuration of the survey to allow patients to indicate (in priority order ranked 1 to 3) their preferred time of attending any additional service initiatives. VJB to look at how best to encompass this

**Leaflet and patient survey delivery methods.** It was previously agreed that PG members would visit the practice and hand out to patients visiting the surgery; dates for visits to be confirmed. Feasibility of using email as a delivery method to be decided upon once Christine Fenwick (Practice Manager) returns from holiday

### 4. Community & Care Co-ordinator

Heather distributed copies of her job description and advised the permanency of this role would be decided upon during the coming days. Heather also advised Dr Visick had recently attended a voluntary organisation seminar and would like to see the patient group set up a similar session for the practice. This request to be added to the PG's project list

### 5. Community Council of Shropshire

Daphne Simmons (Preventative Services Development Team Leader) came to speak with PG team, her aim being to create a 'partnership' to deliver services to Marysville patients. The types of services offered by the above are:

- Carers Service (supporting unpaid carers)
- Supporting vulnerable adults

- Arranging awareness days (example: how best to manage chronic illnesses)
- Arranging and delivering health and information events
- Good neighbours schemes

Daphne confirmed she and her team could set-up one-off health talks, health events etc. covering various topics. Some events would hold a fee and some would be free dependent upon the topic / event. Daphne left PG with literature and her contact details for future reference

## 6. Diabetes Self-Management Course

Roy and John attended the first workshop of the above programme run by Daphne Simmons and advised:

- Initial thoughts very positive
- As the course is over a six week period it was felt too early in the process to give full feedback / recommendation

## 7. Future Projects

It was agreed to carry forward the action of Jan's team raising issues where they thought work undertaken by the PG could add value (patient prescriptions and test results previously highlighted)

## 8. Future Meetings

20 March at Marysville Practice 2:00pm

17 April at Marysville Practice 2:00pm

### Actions:

- **VJB:** To email JM & JW with previous minutes, 'WDIETS' leaflet and patient survey
- **VJB:** To look into a 'priority order' re-configuration (*for attendance at additional service initiatives*) within patient survey
- **All** To confirm preferred dates for the distribution of 'WDIETS' and patient survey
- **CF:** To assess the viability of emailing a proportion of patients with 'WDIETS' and the patients survey
- **VJB:** To contact Michael Dunn & ensure 3.00pm invite to 20 March meeting
- **JP:** To discuss with her team possible future PPG projects

