

Minutes of Patient Participation Group (PPG) meeting
Held at 1.30pm on Wednesday 17th September 2014

IN ATTENDANCE

VH.,JL., AJ., JD. , BL. LM., PB. MS. SL. Dr P.

1. Welcome:

VP opened the meeting and welcomed all. All members introduced themselves.

2. New Members:

JL was introduced to group: he is the new Receptionist Supervisor, and was welcomed to the group.

3. New PPG Way Forward

- AJ updated the group on the 'Healthwatch' & CCG meetings she had attended, PPG Network meetings, GP Practice 'Open Days', launching of new PPG.
- AJ outlined to the group the importance of being far more proactive within the practice.
 - a) To actively involve all groups of patients within the practice e.g. coffee mornings
 - b) To engage patients in joining the PPG by attending surgery and giving out leaflets.
 - c) Run 'Macmillan Cake & Coffee Morning' on Friday 26th September, and to encourage patients to become PPG members. AJ asked for volunteers to help, BL, Leonard, PB and VH volunteered, MS was helping at another Macmillan event, SL will be away.
 - d) Invite various Lambeth health groups to visit and display information desk in main foyer, e.g. Age UK, Dementia, High BP, Diabetes, and Sickle Cell Anaemia etc.
 - e) Install TV's in waiting areas to show relevant information on practice services, staff members and health updates.
 - f) Also to hold meetings at different times of the day to include all groups.
 - g) Dr U is willing to support the newly formed PPG, any large expense to be discussed with the partners. AJ to use the printers and be provided with stationary as needed.
 - h) VH to support AJ and to meet with her on a regular basis.

4. Proposal for Future of PPG

VH put to the group that AJ would be the Chair of this newly formed group and all voted for this with a unanimous vote for this new way forward.

5. Group Discussion for future events

Much discussion took place, with great ideas of how we could take this group forward, all members keen to contribute to all activities and events.

6. Farewell to Dr P

All PPG members welcomed Dr P and voiced how much she would be missed. The group presented Dr P with a card and flowers. Dr P is taking early retirement and moving with her children to France. We all wish her Good Luck.

7. Healthwatch AGM

Monday 22nd September 5.30-7.00pm, Assembly Hall, Lambeth Town Hall

8. Buffet Lunch

We all enjoyed the buffet lunch, arranged by JD, we will miss JD as she is finally retiring at the end of September, Good Luck and thanks to JD, she will be missed.

Name Badges

AJ had discussed previously with VH that all staff should be wearing name badges, VH will be ordering badges.

Meeting ended at 3.40pm