

# **3 Villages PPG Meeting**

## **Minutes**

**September 27, 2017**

### **1. Present**

Colin Burch (Chair in absence of John Sabin), Irene Arrowsmith, Corinne Wood, Liz Davenport, Sue Helm (Minutes), Dr Mahmood

### **2. Apologies**

John Sabin, Linda Sabin, Carol Longmore, Inge Hill, Marion Griffiths, Adrian Head

### **3. Approval of minutes from last meeting**

CB read the minutes from the last meeting. The minutes were approved as read.

### **4. Matters Arising**

- a) NAPP awareness week health checks by Future Proof Health – changing from Wed + Fri to Fridays as limited take up at Wollaston surgery.
- b) Display boards – CB left reminder re collection

### **5. Dementia – Dr Mahmood (Clinical Lead)**

Update on how dementia is being supported at the practice –

Dedicated fortnightly dementia clinic taking place at surgery and care homes – pre booked appointments.

GPs can refer suspected dementia patients into the clinic with their carer.

Target level nationally is 75; practice has 68 patients diagnosed with dementia.

Dementia Education session taking place for doctors on 9<sup>th</sup> October

No community dementia nurses in the Dudley borough.

Dementia cafes could be targeted but users can be reluctant to attend.

PPG could support dementia through holding events or through the tea party.

Other PPGs often provide volunteer drivers or run events.

Dementia assessments consist of a physical health check, memory assessment, global assessment (everyday tasks) and carer assessment.

## **6. Memory Walk for Alzheimer's Society. – CW/SH**

Date set for memory walk as Saturday 21<sup>st</sup> October 2017 starting at 12 noon from car park at the Stourbridge Health & Social Care Centre. Walk will proceed to Bonded Warehouse (where there will be an Open weekend taking place) along the canal to Wordsley. Approx 3 miles in total there and back.

SH to contact Redhouse Cone café to alert them to possible group attendance on the day.

Alzheimer's Co-coordinator will be on site on the day and will be able to signpost walkers to the start.

**Promotion** – T shirts available on the web site at £5 each. SH to order some for PPG, CW to order for practice staff. Other promotional material available on web site – SH to send link to CW.

**Fundraising and sponsorship** – Just Giving page can be set up for people to donate money – Dr Mahmood to do.

Sponsorship forms available for individuals to ask friends/family to sponsor their walk.

**Publicity** – CW to contact Bev Holder at Stourbridge News to see if we can get publicity in paper.

CW to advertise in CCG News and to contact Carers Co-coordinator and to produce publicity for 2 surgeries.

CW to ask IT staff to put details of walk on Facebook page of practice. Other PPG members can also share the Just Giving page and details on their Facebook pages if they have one.

SH to post event details on social networking site Nextdoor which is for Amblecote residents.

**Insurance** – in place through CCG for patients of the practice.

## **7. GP Patient Survey Results – CW/CB**

National Survey results comparing local surgeries in boroughs distributed at last meeting. Response rate for the practice was 294.

On line bookings – low numbers in comparison to other surgeries. LD raised issue of booking appointments for children and how this could be improved – CW to raise with practice.

GP ratings – LD praised high scores achieved for GPs of the practice – CW to note

No other comments

## **8. Practice Update – CW**

Dr Harrison started on 14<sup>th</sup> August 2017 and works 4 days per week full time

Dr Tapparo returned to work in September following a period of sick leave

New Health Care Assistant (HCA) post for practice – starts 23<sup>rd</sup> Oct 2017

Sunday surgeries at Wollaston going well and Wed afternoons – all pre bookable.

Flu Clinics – Saturdays 9-12 at Amblecote and at Wollaston on Sundays

Information Leaflet on the 3 Villages Practice updated for September 2017 and distributed to committee. Useful information for patients. CW asked to add Blood testing at Wollaston information to the leaflet.

Practice Guide – updated and amended following comments from CB

Care Quality Commission (CQC) – One area for improvement was Safety alerts and CQC inspectors will be returning to practice for follow up visit on 10<sup>th</sup> Oct 2017 to assess system and other areas highlighted – PPG engagement (PPG awareness week and PPG involvement in memory Walk are suggested examples of good practice).

CW requested a letter on behalf of PPG to illustrate improved practice in engagement with practice – needed by 9<sup>th</sup> Oct – CB to provide.

## **9. Facebook update – CW**

New Facebook page for practice now ‘live’ and on twitter. Info on site about Flu clinics and memory walk. Patients can ‘follow’ the page but cannot post comments.

PPG Facebook page (SH) – offers of help via the PPG network event. Waiting for further advice from Chair on how to proceed with this. CB to add item to Tea Party meeting agenda.

## **10. Tea Party – next one 28<sup>th</sup> Sep 2017. Food arrangements in hand and raffle.**

Speakers – Age UK cookery demonstration on healthy eating, there will be 4 guests and Dr Richard Gee attending.

## **11. King Edward Student Experience – CB**

CB contacted Louise at King Edwards careers service re whether they have any potential medical students who would be interested in learning more about the PPG. Louise due to attend the next tea party as an observer.

Suggested that there could be a student place on the PPG committee for a few months. CW may also have some admin work that could be done by a student within the practice.

## **12. Any Other Business**

**POPs meeting update – IA** attended meeting on 10<sup>th</sup> August 2017 and has circulated information.

Feedback on the pharmacists visit to Tea Party was described as useful

Urgent Care Centre – building work and opening delayed due to discovery of a mine shaft on site. Contract awarded for 15 year contract from 5<sup>th</sup> Oct 2017. Centre will provide easier access to A & E but there will be no pharmacy on site and no specific car parking.

Next POPs meeting at Lion Health Centre on Thurs 5<sup>th</sup> Oct 4.30 – 6.30pm

**LS** – attended meeting with representatives from 4 out of 10 other practices in borough. Main points – other PPGs sort out meeting dates 12 months in advance – suggested that we do the same and advertise on Facebook and notice boards to attract potential members. To discuss at October Tea Party meeting.

Possible joint information promotions for patients on common themes – winter ailments, falls etc. No firm arrangements made.

Keren from CCG to contact Winter Warmth in Nov 2017.

**CW** – Children’s Play area in waiting room discussed at earlier meeting and action deferred due to concerns re cleaning and safety issues. New HCA post may be able to undertake these duties – to be confirmed.

CB confirmed that there would be some funding available from PPG budget to provide equipment – to discuss further at next PPG meeting in Nov.

**CB** – Attended Health Care Forum meeting where Dr Tapparo was one of the speakers. Presentation by Emily Smith from Public Health re mental health and wellbeing needs assessment – distributed at meeting.

CB also attended event on 15<sup>th</sup> August re activities of local PPGs.

Tea Party Committee meeting to take place week beginning 9<sup>th</sup> October – CB to confirm **(post meeting – confirmed as Wed 11<sup>th</sup> Oct at 11am at Wollaston surgery)**

**SH** – Twiddlemuffs and pattern taken to craft group of Kingswinford U3A group to see if they would be able to make some to support this initiative now that Lemon Squeezy is no longer operating.

**CW** – has been asked to advise/help another practice’s PPG and will take examples of activities and initiatives to that meeting.

Suggestion for future speaker – Animal/Pet therapy.

### **Close of meeting**

CB adjourned the meeting at 17.35.