**Patient Participation Group – Fairfield Surgery**

**Minutes PPG Committee Tuesday 21st May 2019**

 Location: Burwash icafe 6.30pm

1. Apologies –Jane Bryant **(JBr),** Anna Gilson **(AG),** Dr Mark Robertson **(MR)**
Attendees

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| Frank Smith **(FS)**, | Betty McBride **(BM)** | Claudette Neville (**CN**) | Jill Westwood (**JWest),** |
| John Barnes (**JB)** | Julie Watson (**JW**) | Lorraine Lea (**LL)** |  |

1. Minutes of last meeting – 19 March 2019, approved and signed
2. Matters arising: None
3. Dr Mucci presentations – CN had some extra feedback after the meeting. 427 people attended across the 4 sessions and 80 had to be turned away across 2 of the sessions. Overall Dr Mucci’s talk was very well received.
4. Review 2018/19 plan and discuss plan for 2019/20 Discussion agreed that we have achieved most of the objectives for the last 12 months. The main issues for the next plan are the health event for adolescent Mental Health and a patient survey.
	* Mental Health Event points discussed
	Proposed date Tuesday 15th October. **JW** to confirm with **MR.** Then **CN** will book smaller Etchingham hall. Surgery will pay fee. **MR’s** role to be discussed, perhaps sum up at the end.
	**LL** has recruited Sue Davies Camhs locality manager to speak. They will meet to discuss on the 17th June and confirm date of Event.
	**LL** has talked with Year 7 Head of Year at Heathfield Community College. He is enthusiastic and will discuss with Year 7 Pastoral Manager

**JBr** has made contact with Uplands and hopes to speak to their Head of Welfare.
Discussion re focus group with Year 8 and their experience of their first year. Possibly end event with 10 top tips.
Possible strap lines to be used – Keep in Mind, Between Ourselves, Mind the Gap.

* + Patient Survey initial thoughts
	Use the survey to publicise PPG – **BM** suggested that we talk of ‘patient group’ rather than PPG as role more understandable
	Suggestions for possible questions to be sent to **CN** eg re Expert patient.
	Record of number of questionnaires issued to be recorded
	Attach questionnaires to repeat medication. Give out over 28 day period with deadline for return 5 weeks later. Also publicise via text, website, Facebook and parish mags.
	All this to be discussed with GPs and carried out after the October health event.
1. Community Hub **BM**  reported that this proposal is progressing with the Parish Council and there was agreement that further developments can be discussed with the Practice. The group saw possibilities of a drop in centre linked to the adolescent MH project. Also a Dementia Choir was discussed as a possible initiative. **JW** to ask a friend who may be interested in helping with this.
2. N.A.P.P.’s Trustees have resolved to convert the Association’s charitable status to that of Charitable Incorporated Organisation  (CIO).  Agreement that **CN** should vote for the resolution on behalf of Fairfield PPG
3. DNA for appointments Phoebe is running monthly reports which are being shown on the waiting room screen. The reports will be reviewed when there is a sufficient number to compare.
4. Practice update **JW** reported that Dr Patel will be leaving at the end of the summer to train in Occupational Health. He will be doing some locum cover. The Practice is seeking a permanent replacement GP.
 **JW** reported on Primary Care Networks (PCNs) which are being set up across all CCGs to offer more personalised and co-ordinated social care to local populations. Our PCN will be made up of the 7 rural practices which are already working as a Federation. (**CN** will circulate a more detailed presentation)
5. AOB

**JWest** asked about links with PALS for patients who have issues about their care in hospital. **JW** reassured that the Practice would link in with PALS if a patient asks for advice.

1. CCG/PPG Forum is Thursday 23 May, 10am – 12md, **CN** will attend
2. Dates of next PPG meetings – **16 July**, 17 September, 19 November 2019

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