

**KINGS CORNER SURGERY Patients' Participation Group**  
**Minutes of the meeting Thursday 4th February 2016**

**Present:** Sally Hanson (Chair) Morag Langhorne, (Secretary), Peter Standley and Mary Morris (Minutes). Clare McAteer represented the Surgery.

- 1. Apologies:** Sonia Lippold and Lauren Deane.
- 2. Minutes** of the last meeting had been distributed.
- 3.** Those present expressed disappointment at the lack of attendance by others who had not apologised for their absence.
- 4.** Mary, was congratulated by Morag for having laid out the newsletter. In order for the next newsletter to be available in the first week of June (the next "Awareness Week") it was decided that its contents should be discussed at the March meeting so that it can be typeset in April and content finalised and printed in May.
- 5.** Morag explained that the "Extended Hours" project is for appointments which can be booked ahead and that it is a pilot project lasting one year initially. Dr Hamid and Julie (a new Health Care Assistant) are doing some shifts. This extended hours project is separate from the Out of Hours response which still exists. Details of the Extended Hours project are on the back page of the last Newsletter.
- 6.** Clare said that the notice boards at the surgery need to be tidied up to make their information (particularly that described above) clearer to patients visiting the surgery. There was also discussion of the most economical way to print the newsletter in order to have is available in the surgery. It was agreed that Morag should ask Karen Maskell who is the Patient and Public Communication Lead at the CCG.
- 7.** It was also agreed that the Health Information Evenings need to be promoted to patients who cannot be sent it electronically. It is already on the electronic calling board in the waiting room.
- 8.** Sally said that she went to the most recent Patient Assembly Meeting (in November and last week) and thought they were good value. At the Assembly AGM a Chair and Vice-chair were appointed. It was also agreed that PPG should become SPG = Surgery Patient Group but those present were not sure they want to change our title although Peter thought that PPG is perhaps too general.
- 9.** It was agreed that the current list of PPG members is now out of date and that Sally would write to contact core members and Morag will contact virtual members to establish if they still wish to be involved. It was suggested that a list of forthcoming events should be included and they should be asked if they will volunteer.
- 10.** Date of Next Meeting: **Thursday March 10<sup>th</sup> 2016** (at the Surgery, 6.30pm)