

## **KINGS CORNER SURGERY Patients' Participation Group**

### **Minutes of PPG Meeting Tuesday 17th December 2013**

Present: Peter Bateson (Chair), Christine Weightman (Secretary), Pat Morris (Minutes), Sally Hanson, Russ Howell, Jan Olejniczak, Harry Ruprah, Philip Shelley, Peter Standley.

Dr Choudry and Clare McAteer represented the surgery

Apologies: Spike Humphrey, Sonya Lippold

#### **1. Arising from the previous meeting**

(a) Prescription poster- Magnolia House wanted some please.

(b) Patients' Survey - Clare reported that 'version 4' as agreed by the PPG (including 12 of its 'Virtual Members') would be sent out after Christmas. About 2200 can be distributed by email, plus additional text messages. Clare would send email addresses of the 'Virtual Members' to the Secretary.

**Action: Clare**

(c) Magnolia House PPG- Peter B. had re-established contact with their Chairman and Secretary. Their Health Education Evenings had been well supported and others were planned for 20 Feb (heart disease) and 20 March (NHS reorganisation). Peter would continue to liaise.

**Action: Peter B**

(d) Possible new member- Whilst a volunteer was most welcome, he would duplicate the existing composition of the PPG when we need a more representative age profile. He has been thanked and has bowed out.

#### **2. Newsletter**

Some items had already been suggested and listed in previous Minutes. Other suggestions: (and volunteer author for draft entries)

Magnolia House Education Evenings

Prompts to complete the Patients' Survey Questionnaire

Encourage use of EMIS for prescriptions and appointments

Note about the NHS 111 phone no. and discontinuation of NHS Direct and Out of Hours service and move from Heatherwood to Bracknell (**Dr Choudry**)

Info regarding location (with map) and facilities at Brants Bridge, to include info about parking if possible. (**Russell**)

Drafts to be sent to Peter B. before Christmas if possible, for him to collate as first draft of a Newsletter to discuss on January 13th. **Action: Peter B.**

### **3. Other Business**

- PPG representatives were wanted to attend regional meetings, see recent emails from Christine.
- National PPG meeting next year would be in Leeds;
- There would be a Patient Participation Awareness week in June. We will await further news.
- A new front door has been fitted at the Surgery, with powered opening.
- The CQC has begun inspecting Practices at 48 hours notice, and 3 local ones have been visited recently. They will want to speak to PPG members when visiting Kings Corner. Clare will phone around when a date is known to see who might be available at such short notice.
- The need for a new Secretary should be kept under discussion. Pat suggests offering a 'deal' in which the appointment will be time-limited (say 1 or 2 years), with the job undertaken in rotation. If nobody volunteers, then the longest-serving PPG member could be asked to do the job and then automatically retire. .
- PPG Members privately expressed their gratitude to John & Christine Weightman for their generosity in hosting this meeting at their home.

### **4. Next Meeting (at Kings Corner, 6.30pm).**

Scheduled for Monday 13<sup>th</sup> January

(and Monday 17<sup>th</sup> February which will be attended by Karen .Maskell)