

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

### **Minutes of the meeting Wednesday 20th November 2013**

Present: Peter Bateson (Chair), Christine Weightman (Secretary), Pat Morris (Minutes), Sally Hanson, Spike Humphrey, Sonia Lippold, Peter Standley.

Dr Choudry represented the surgery

Apologies: Russ Howell, Jan Olejniczak, Harry Ruprah, Philip Shelley, Clare McAteer

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

(a) Patients' survey- a draft had been circulated to PPG members. A revised version was now ready for Clare to distribute shortly. It would be useful to know how many questionnaires were sent out and what proportion elicited a response. **Action: Clare**

(b) 'Prescription change' poster. Sally had produced various versions. All were deemed suitable, with some suggested word changes. (The text would then read" The shape, colour and size of your medicines and their packaging may vary at each dispensing/ because pharmacies cannot always adhere to a single supplier. If your dispensed medicine looks different from your last supply/ Please check that the dispensing label attached matches the name and strength of the medicines inside the pack. If in doubts, always consult the pharmacy that supplied your medicine."

It was agreed that Sally would print 10 copies to leave at the surgery for distribution to pharmacies. (Sonia to take to Ascot, Sally to Sunninghill and Sunningdale, Christine to South Ascot). **Action- Sally, Sonia, Christine**

#### **2. Patient Profile**

As previously discussed, it is difficult to establish the different categories of people who form the KCS patients' profile, and even more difficult to ensure the PPG represents them adequately.

#### **3. Next Clinical Commissioning Group Meeting**

Dr Choudry would get details of the next meeting and send to Spike. He would attend if possible. **Action: Dr Choudry & Spike**

It is unclear if 'Healthwatch' will notify us of important issues in future, as formal communication links may by-pass Ascot. Christine has sent an email to Karen Maskell (lay member, CCG) asking her to remind CCG to include us in future communications. Christine would repeat that message and invite her to attend out February meeting. **Action: Christine**

#### **4. Magnolia House evening talks**

The next will be on February 25<sup>th</sup>. If this season's sessions have been well received, we should discuss devising and publicising a joint programme of talks for next year. Peter B. agreed to open discussions with Magnolia House PPG.

**Action: Peter B.**

#### **5. New PPG Member**

A potential new member had come forward. Dr Choudry and Christine would discuss, then perhaps issue an invitation to attend our January meeting. Our need is for parents and younger people in order to more closely match our patients' profile.

**Action: Dr Choudry & Christine**

#### **6. Other Business**

(a) Newsletter- We should begin sending items to Christine and Peter B. for the next issue. Suggestions include:

Explanation/ reminder regarding generic prescriptions

Summarise and note new leaflet about shingles

Reminder/ summary of leaflet about NHS 111 service.

How to use EMIS to get repeat prescriptions and book appointments.

**Action: All**

(b) Christine indicated that she wished to stand down as Secretary as from next June, earlier if possible. A new Secretary would be needed. She explained it was not an onerous task and took less than 2 hours per month. A volunteer successor is needed. So please think about volunteering, maybe for a predetermined period e.g. 1 year.

**Action: All**

#### **7. Next Meetings (at 6.30pm).**

Wednesday 17 December 2013

NB- Courtesy of Christine and her husband, this will be held at their house (Heronsbrook, last house on the right going east along Cheapside Road, Ascot.)

Monday 13<sup>th</sup> January 2014