

# Patient Participation Group

## Notes from the Meeting Held 4<sup>th</sup> November 2015

Present: PS, IJ, MC, DH, DH2, MB, SG

Mr Simon Guy (Business Manager), Alison McClintock (Practice Nurse)

Apologies: NP, PE

1. Welcome and introductions.  
MC was welcomed as a prospective new member to the group.
2. The notes from the previous meeting were agreed.
3. Matters Arising:  
Health Fair – some ideas on groups who could attend future events included music/talking therapies and befriending service for care homes, children's centre and Number 48.
4. CQC Inspection Visit
  - a. The draft report had been circulated by email to PPG members. The Practice had responded to the draft with a few small suggested amendments but there was nothing contentious in the report and in fact it was all very positive and well received.
  - b. A draft press release had been prepared by the Practice and the PPG offered to add to it – to be circulated via email with the final version being sent to Simon for inclusion by the Practice.
5. Away Day  
The Practice Away Day would be held in early December and members of the PPG had been invited to attend. The Away Day would focus on the CQC report as well as ideas to take forward for improvement.
6. Newsletter  
A draft newsletter was circulated for consideration and suggestions would be incorporated into the final version to be printed shortly.
7. Book sales

It was agreed that the Practice could purchase a table and cover to be used in the waiting room by visitors such as Carers Northumberland to use for their displays, leaflets etc.

8. Any Other Business

A problem with accessing Appointments Online would be investigated.

The county patient group would be held tomorrow.

Date of next meeting – February 2016