

Killinghall Medical Centre
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Jennyfield Health Centre
Grantley Drive
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28-30 King's Road
Harrogate
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Dr Moss and Partners Patient Participation Group

Minutes of Meeting held on Wednesday 21st November 18 **St Roberts Centre, Harrogate**

Present:

Chris Watson, Dr. Ben Millar, Philippa Bogle (Chair), Chris Gilliland (Minute taker), Sherlita Gilliland (new), Freda Roach, Sue Rees, Tricia Smith, and Mike Harris

Apologies:

Sister Jean Croft, Dr. Viv Poskitt, Janet Baird, Justin Park, Elaine Flanagan, Steve Chapman, Rob Tipler, Malcolm Bottomley and Rita Lister

Philippa opened the meeting and welcomed us.

Minutes from last meeting. One amendment, Paul Manton should read Paul Mansey. Proposed as a true record by Tricia and seconded by Freda.

ACTION POINT:

The Quality and Outcomes Framework (QOF) list has been re-done with the full names of doctors leading each specialty. Note, where it says Registrar this is a GP in training.

STRATEGY PLANNING:

Malcolm Bottomley has joined Elaine Flanagan to work on Priority area 1 of the Strategy. Point of order raised by Mike Harris, could the documents be given a reference, for easy identification? For example: for the Strategy PPG S1/S2/S3?

ACTION:

It was agreed to reference all documents with this and the date, S for strategy, M for minutes, etc.

Philippa went on to tell us that Paul Mansey (ex-member) is helping us with the Strategy Area 2 and will join Claire, Patient Services Manager, in a meeting to be held in December to ascertain what the Doctors want to say about encouraging a more diverse membership of the PPG.

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Philippa and Tricia have met and constructed two main questions for the Partners, to give focus for Strategy Priority area 3.

1. If the PPG chair or a member attended the monthly partnership meetings in a 15 minute slot what benefit and improvement would this make?
2. For each speciality what external networks could be connected to in order to make things better?

They asked for a response by the end of December.

ACTION POINT:

Mike will join Paul Mansey on Priority Area 2 of the strategy and will contact him.

ACTION:

All those working with Strategy Priority Areas 1, 2 and 3 to give a summary report on progress at the next meeting. Should any working party members not be able to attend, they should submit their report by e-mail before the meeting date, to Claire.

PRACTICE UPDATE: By Chris Watson

We only have enough of the over 65 flu vaccine to fulfil the appointments until the end of December. Hope this will improve next year with a better supply. Local pharmacies have supply which they can give to patients over 65 free of charge.

The flu walk in clinics went well and very orderly; Philippa attended and collected data forms, as did Rita Lister and Freda Roach.

Work to Scale was then discussed. We need to become part of a GP network so as to provide more out of hospital services at scale. We are trying to find new premises with two other Harrogate practices. This has led to discussions with the Council and the search for a building or land goes on.

Dr Robin will sadly be leaving as the GPs on maternity are returning. One HCA is going on maternity leave, 2 nurses have retired and one is leaving. A phlebotomist has been hired. Staff hard to find.

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Future speakers: Claire is hoping to arrange talks for further PPG meetings with Dementia Forward and Carers Resource.

We then completed in two groups a skills identification template. We listed the skills we had and where in the strategy these could be used. We also listed the skills we were lacking and the areas they would be useful in.

ACTION:

We then had a general discussion on skills and decided to ask the wider membership of the PPG to consider contributions before the next meeting.

ACTION POINT:

Philippa to collate Part 1 contributions and send this information, via Rachel at the Practice, to all members. All members of the PPG to consider what skills they have and be ready to bring suggestions to the next meeting.

There being no other business we decided to have our next meeting on the 9th January 2019 at St Roberts Centre, Harrogate, HG1 1HP. Tea and coffee is served from 6:15pm and the meeting will start at 6:30pm.

Ref: M11-18-1