**PEEL PARK SURGERY**

**PATIENT GROUP MEETING MINUTES**

**DATE: Wednesday 24/04/2019**

**Time: 1.00 – 2.00**

**Attendees:** Dr P Jha GP Principal, Sophia Butt practice manager

**Members of PPG group.**

Mrs Davies , Mr Wallis, Mrs Clark, Mrs Cuff , Mr Yaqoob, Mrs Crowther, Mrs F Akhtar, Mrs Forber,

Apologies Mr Khan, Mr Hasan, Mrs Alom,. Mrs Rowell,

Welcome and introduction to all members.

**Agenda:**

1. **5 Year Forward View for NHS**
2. **Primary Care Networks**
3. **Practice Access and Demand Plans**
4. **Mr Wallis Demo Video for online services**

**Minutes of the Last Meeting**

 The minutes of the last meeting and the previous PPG meetings were agreed as being a true record and shared across to the new PPG member.

1. **NHS 5 Year Forward View**

Dr Jha informed the group about NHS 5 year forward view and what it entails of . All the changes that are now coming within NHS :

Community partnerships: Practices are now required to work to work in community practices to make a bigger patient list sizes and to work collaboratively amongst the practices in our area to make a bigger community.

2 Access and Demand plans for 2019.

The practice also discussed the access and demand plans for our practice which are now agreed by the PPG members:

The practice is already working on some of high impact areas such as:

**Increase Online access >** actively promoting through our PPG member volunteers.

**Recruit a practice health champion** with the help from our PPG members.

**Reduce DNA** by sending SMS messages to patients, the practice is already reminding all our chronic disease clinics and therefore will now be sending SMS messages to all of the clinics such as GP appointments as well.

**Develop the Team>** Train the practice clinical staff such as HCA to communicate the test results to the patients instead of booking appointments with GP/clinicians .

Continue the use of Social Prescribing and refer patients to social prescriber HALE project funded by CCG.

**Active Signposting>** By using the wakefield care model reception staff can safely navigate the patients into active signposting.

Create Partnerships> By working in the communities and collaborating with neighbouring practices you are using the networking / working together within your communities and a bigger patient list size of at least 30, 4000 patients.

Support Self Care: By promoting the digital apps such as ORCHA and Evergreen for patients to download and utlise and monitor their own health.

**Document Management Training:** Admin Staff will be trained how to effectively complete the patient’s care plan after they have bene seen at the hospital. The training will be provided by the CCG. The Document management training is training on how to manage the documents they will be downloading from NHS.net and also the communications that comes from hospitals.

Practice Health Champions: Health champions will be a massive part of the 5 year forward view and lots of things will be moving in to the PCN .

Extended Hours: From July onwards

**Nothing further to discuss**

**The Meeting Closed at 12:30pm**