

Caythorpe & Ancaster Medical Practice Patient Participation Group

Notes from meeting held 26 March 2019

Present: Elizabeth Cole (Chair), John England (Vice Chair), Dave Jeffery, David Morison, Sandra Kemp, Ann Porter, Gill Thornton, Ann Sampson, Sadie Marshall, Alan Bull, Andy Robinson, Adrian Down, & Kate Holley (Secretary)

1. Introductions & Apologies

Apologies received from Alison Nash

Introductions were made and a special welcome made to Andy Robinson, paramedic and Care coordinator for Caythorpe & Ancaster

2. Andy Robinson, Paramedic

Andy gave an overview of his role at the Practice, working across both sites and in partnership with Ruskington Medical Practice. He works 5 days a week and supports patients to help avoid frequent hospital admissions, assessing patients' needs and coordinating their care; and includes acute visits to patients in Care homes. He can also assist with discharge from hospital. Andy is also a medic with LIVES in the local area.

His work includes conversations with patients regarding end of life and the 'Respect' process that creates personalised recommendations for a person's clinical care in a future emergency in which they are unable to make or express choices. It provides health and care professionals responding to that emergency with a summary of recommendations to help them to make immediate decisions about that person's care and treatment. Any patient can have a 'Respect' form, which can be completed with a health professional.

Action: Adrian to ensure Respect information is included on surgery TV screens, website and newsletter

3. Notes & Matters Arising from the meeting held on 23 January 2019

Item 2 ii PPG Facebook Account – Dave M volunteered to manage the Facebook account but not to provide the content. The group discussed potential to use Facebook to inform a wider group of patients on what the PPG does.

Action: Dave M to look into possibilities and refer to any advice from NAPP and report back to the next PPG meeting.

Item 2 iii Health Walk information on the TV screens - Dave J. has been awaiting information from sponsors, but in the mean-time will forward walking schedules to Adrian for inclusion.

Action: Dave J and Adrian to complete.

The notes were agreed as an accurate record of the meeting.

Action: Kate to send final copy to Adrian to publish on the surgery website and arrange for copies to be pinned to both surgery PPG noticeboards.

4. Preparation for AGM (6pm on 15 May 2019)

Elizabeth will write an annual report and circulate it to PPG members for comments and re-circulate the final report prior to the AGM. The offices of Chair, Vice-Chair and Secretary are open for election. Elizabeth wishes to step back from the PPG but will continue to contribute as and when appropriate. John is happy to continue in his role as vice-chair, but will stand down if another member wishes to volunteer. Self-nominations are requested to Elizabeth by the end of April. Roles are open to sharing arrangements.

Elizabeth was thanked for her significant contribution in developing the PPG.

Action: all to consider volunteering for election and to forward comments on the annual report when circulated.

The group discussed the possibility of arranging a guest speaker for future public meetings.

5. Feedback

I. Friends & Family / Surgery – February F&F feedback circulated. Generally, very positive comments have been received and it was especially pleasing to see individual staff members being named and thanked.

Waiting times for a GP appointment are down to approximately 8 days.

Nurse Practitioners are dealing with the acute appointments on the day, for which patients are asked for an indication of the health issue to assist with appropriate referral.

The two GP Trainees (Drs Khan & Watts) are at the Practice for another 4-6 months and will soon be joined by two returning trainees (Drs Humphreys & Granger) at the next stage of their GP training.

II. Healthwatch - A summary update prepared by Alison had been previously circulated to members. In future, the weekly reports will be emailed out. If members would prefer not to receive them, please advise Alison.

III. Patient Council. Due to the current 'Healthy conversation' consultation events, the next Patient Council meeting has been postponed to 10th May.

Action: If any members would like to accompany Kate to the meeting please let her know.

IV. Medical Equipment Trust. Andy Robinson had previously identified approximately £17000 worth of equipment to support his LIVES work. MET has received a donation which will fund the equipment, which includes an item which can assist with compression for cardiac arrest. Also funded is approximately £3500 for smaller items of equipment for the benefit of patients at Caythorpe & Ancaster.

Action: MET will be looking for volunteers to sell (Christmas) raffle tickets from this Summer onwards and due to the resignation of one of the Trust members, they are looking for a new Trustee. Please inform John England anyone is interested.

6. Outstanding tasks for next meeting.

i. Support for Carers. Progress is being made within the wider Primary Care Network and in particular in partnership with Ruskington Practice.

Action: Adrian to provide an update at the May meeting with a view to a discussion at the Summer meeting.

7. Any other business

- i. Dr Wiktor Zbrzezniak briefly joined the meeting to express his thanks to the PPG members for their support of the Practice. Members wish to express their thanks and best wishes to Dr Wiktor for his retirement.
- ii. Future meeting dates. The following dates and times are proposed-6pm on 23 or 24 July, 24 or 25 September and 2pm on 26 or 27 November 2019.

Action: dates and times to be confirmed at May meeting.

8. Date of next meeting – the AGM will take place at 6pm on Wednesday 15th May, for which Elizabeth will Chair and Sandra volunteered as secretary.

This will be followed by the bi-monthly PPG meeting at approximately 6.30pm

Meeting finished at 3.40pm