

# Minutes of the Acorn Surgery Patient Participation Group (Acorn Patient Team)

26 January 2016

Room G89, OakTree Centre, Huntingdon

## Present:

Trish Hawitt Palmer (THP) Fran Lacey (FL), Martin Wilsher (MW), Brian Shoemsmith (BS), Dean Bloom (DB)  
C Holman (CH), Robert Mulroy (RM), Mary Blackhurst Hill (MBH)

Agenda item		ACTION
<b>1. Welcome Apologies for absence</b>	THP welcomed everyone to the meeting.  Apologies received from Carol Primett	
<b>2. Minutes of Last Meeting</b>	The Minutes of the meeting held on 24 November were agreed and signed.  <b>Relating issues:</b>  <b>Heart Monitor</b> – THP confirmed that this is on order. <b>PPG Banner</b> - CP progressing with Amelia <b>Extra Bookcase</b> – it had been agreed that we would try and get another Bookcase from the Heart Foundation but Mary Blackhurst Hill offered to supply the Surgery with one.	THP  CP  MB H
<b>3. Treasurers' Report</b>	DB confirmed that we have currently have £965.85 in the bank, with further book monies to be paid in. THP to inform DB of amount and pay in. £500.00 to be paid to Surgery when Heart Monitor delivered.	DB THP
<b>4. Active Recruitment for New PPG Members</b>  <b>Future Events</b>	.It was discussed and agreed that we need to actively recruit new members to the PPG and fill the positions of Chair and Vice Chair as soon as possible. It was agreed that we would revamp the PPG stand in the foyer, move it to under the monitor which could play PPG related items. THP mentioned that the Surgery doctors are assisting by drawing attention to the PPG and hopefully this will assist.  FL to check with CP progress with Jules Williams of Everyone Health re holding a Healthy Eating event in the near future.  It was agreed that it would be a good idea to have another Easter Raffle and ask the Pharmacy and local shops for contributions. FL also offered to contact the Tesco, Hotel Chocolat etc.	PPG  FL/ CP  FL
<b>5. Surgery Update</b>	THP reported that there had been no complaints this month, although there is a problem with the on-line system (which is a general problem) due to the TPP Clinical System 1, but it is hopefully being rectified.  <b>Future of Practice</b>  THP reported that the Surgery is still in discussion with two other Huntingdon Practices re a merger. No decision has been made as yet and it is planned to put this idea out to Patients Consultation. All the partners agree that this would be beneficial and also agree not to join the wider Federation at this stage. Options appraisal being carried out and depending the outcome of that process and patient consultation, merger may or may not progress.	

	<p><b>Minutes of PPG Meeting held on 26 January 2016 cont'd</b></p>	
<p><b>5. Surgery Update Cont'd</b></p>	<p>THP also reported that there is a GP recruitment crisis due to the fact that many new doctors are not choosing general practice as a career option.</p> <p><b>Staff Changes</b>  THP reported that the Surgery has recruited 2 new Practice nurses, both of whom are experienced nurses, one with general practices experience and the other with A&amp;E experience who will undergo training in Practice Nursing.</p> <p>Emma Pitts, Practice Nurse is leaving in February  Janet Edge, Lead Nurse, retires in April but will continue 2 days a week for the time being.  Bonnie Jackson returns in April as a Student Nurse and returns from Maternity leave in September when she will hopefully be a fully qualified Nurse.  Hannah Morrison goes on Maternity leave in April  Bobby Greer who has been with the Practice as an Admin Apprentice for the past year is taking on an apprenticeship as a Health Care Assistant from February.</p> <p><b>Opening Hours</b></p> <p>THP reported that there is still a problem with opening hours at the Surgery in that CCS, the Landlord, has changed the opening times from 7am to 9am Tues to Friday. Surgery is contracted to open from 8am each weekday so currently patients having difficulty accessing the Reception desk in person. No consultation took place with the Practice before the decision was made. Currently individual patients being given access via staff entrance but many have been left out in the cold and wet weather when no one aware they are outside. Situation continues to be discussed with the Landlord but no progress so far, though they have mooted that a timer may be fitted to the main entrance doors to allow entry from 8am.</p> <p><b>CQC Inspection</b></p> <p>THP reported that the Practice is likely to undergo a CQC inspection before the beginning of April as CQC has said they will inspect all practices in the area before the end of March, though there are several still outstanding</p> <p><b>Patient Survey</b></p> <p>To be put on Agenda for discussion on 23 February 2016 meeting</p> <p><b>Newsletter</b></p> <p>This was now in its final form and will issued shortly.</p>	
<p><b>6. Any Other Business</b></p>	<p>BS asked for confirmation that the following items had been dealt with:</p> <ul style="list-style-type: none"> <li>- Examination Beds - THP confirmed that these had been replaced.</li> <li>- Soffit checks – THP confirmed checks had been done in December 2015</li> <li>- Equipment requiring calibration – THP confirmed done Annually</li> </ul>	

**DATE OF NEXT MEETING: 23 FEBRUARY 2016 at 6.00pm**