

Woodbridge Hill Surgery

Patient Participation Group Meeting

22/04/25 6.30pm

Attendees:	Michelle Harcus (Practice Manger) Members of the PPG Group
Apologies:	Marie Purchase (on leave) Dr Carlyon (on annual leave)

Agenda Item	Discussion
Actions from the last meeting	For various reasons the boards have not yet been sorted, but need to rearrange this. The practice is looking at notice boards and will be updating the surgery outside boards and noticeboards as soon as possible.
Request for PPG members to put themselves forward as Chair, Vice Chair and Secretary.	Chair to remain Anne Rouse -doing a sterling job. Vice Chair -- Grace Secretary-None nominated at this time, temporary note taker, Marian Sunderland.
Multi-disiplinary Team – how it works to give great patient access	Multi-disciplinary -Team, this is an increased range of people working on duty who are able to see patient who do not always require further GP involvement once the initial triage request has been dealt with by them. Clinical Pharmacist- an advanced practitioner who can prescribe and give advice, whilst adhering to the legal guidelines, to avoid misuse. Paramedics- for Home visits for frail patients, Palliative Care, Routine home visits for clinical conditions which previously require a doctors involvement. Advanced Nurse Practitioner – more than a nurse with extra skills and able to prescribe.
Staffing update	Staff Up-Date - Outside signage listing the Practice Doctors names is to be upgraded. ACP -adverts out for and Advanced Nurse Practitioner, Care Navigator and a Heath Care Assistant to help cover maternity leave across the practice and boost staff numbers where staff have moved on.
Spring COVID vaccinations	Spring Covid- ages 75 years/housebound/ venerable patients. April & October the appropriate patients are notified by the surgery. Group session are organised as the vaccine “in date” is short on each multiple vaccination vial.
A date to meet the new Partners	A date is to be set to Meet and Greet the new Practice Partners.-The partners are keen to meet patients, as a group, face to face, possibly during a Wednesday lunchtime to introduce themselves. Date to be confirmed.
Any other business?	The Practice Staff,- yet to decide what form of social media that they would be happy with ,which would introduce themselves, possibly with photographic image, full name and titles , qualification, specialist field of interest and expertise. This would be beneficial for patients and doctors with improved transparency in these days of required openness. Changes in the NHS England. Advice and Guidance.- 1.Confirm Symptoms, 2 Try possible Treatment, 3. If no change/or improvement in the condition, then a referral is required. A GP may request Advice and Guidance before referring.

Date of next meeting	<p>The PPG Group- discussed alternate Zoom Meeting on a trial basis, with auto report instead of written minutes of the meeting. Zoom meetings of the PPG Group could make it more accessible to the disabled patients/students/ family groups/ethnic minorities, who otherwise would not consider joining the group. The next meeting has been moved to Tuesday 24th June at 6.30pm.</p> <p>– Agenda sent out at least one week before</p>
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Actions:

Action	Who	Outcome
Photo Board to Practice	Michelle	
Agree date to meet new partners	Michelle/Anne	
Short biography of the new Partners	Michelle	