**Adderley Green Surgery**

**Patient Participation Group Meeting**

 **24th September 2014**

**Present: Bev Heath – Practice Development Manager**

 **AS**

**Apologies: Dr. Sri Sundaram, EW, MW, TS, CS, DP, PH**

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|  |  | **ACTION** |
| 1.  | 1 member of the group was present at the meeting. |  |
| 2. | **Welcome**Bev welcomed everyone to the meeting. Dr. Sri, TS, MW, EW, CS, DP & PH sent apologies. |  |
|  3. | **Practice Update****Practice Nurse**The practice now has a new addition to our nursing team, Sr. Gillian Miller, who joined us on the 9th September 2014. Gillian will be available for four hours each week, on Tuesday afternoons. Her main role will be to run cervical cytology clinics and to assist with any other specific women’s health issues, as well as seeing patients with chronic diseases and other general nursing duties.Gillian is a very experienced practice nurse and has worked for a couple of local practices over the last few years. She is a most welcome addition to our practice team.**Medical Students**We are pleased to announce that following a practice visit and inspection from Keele Medical School that we are now an accredited GP training practice. Dr. Sri and Dr. Weldon are both GP trainers.From the end of September we will have year 4 medical students on placements in our practice. The students will be with us for four weeks at a time and will be running their own surgeries, supervised by Dr. Sri and Dr. Weldon, as well as spending some time observing and obtaining an insight into the roles of other health care professionals linked to our practice. |  |
| 4. | **Premises Update**Further to previous discussions around the possibility of purchasing a plot of land on the old Adderley Green Infant’s School site, there have been recent developments in that the land has now been sold to a housing developer. It was noted a few weeks ago that a planning notice application had been put forward for residential dwellings. Concerns were discussed about access to the site if the builders are using Weston Street. This will pose problems for both residents and the practice if large vehicles will be using the street.  Bev advised that the Area Team has a pot of money which has been offered out to practices to bid in for to make improvements to current premises. We have submitted an application with plans to extend the rear of our practice to create a third ground floor consulting room and creating a clinical corridor so that all consulting rooms are easily accessed, particularly by patients with mobility issues. We have submitted three quotes from local builders and are currently waiting for confirmation that our proposal has been accepted. Bev will provide an update at the next meeting.  |  |
| 5. | **Facebook**The practice now has a facebook account. Various posts have been made concerning current health topics. Bev asked for any feedback and suggestions for anything useful that could be added to the site. We have already had patients adding us friends and liking the practice and hope to be able to reach a much wider audience and engage more with our younger population. Over the next few weeks we will be uploading photographs and information about the practice staff.  We discussed the possibilities of attracting more members for our Patient Group using social media. The progress of this will be discussed again at the next meeting. |  |
| 6.  | **Friends and Family Test**We discussed that from the 1st December 2014 it is a contractual requirement for practices to carry out the friends and family test. This involves asking patients the question – ‘would you recommend this practice to family or friends’ and one other question of choice.Results are to be collated by the practice and published on a monthly basis. At the moment there is no target to be achieved, but after discussions with other local practice manager colleagues, an agreement has been reached that we will target 1% of the practice population. This will be ongoing until further direction is received from NHS England. |  |
| 7. | **AOB**AS advised that he attended the Stoke On Trent Clinical Commissioning Group Annual General Meeting, held on the 4th September 2014. Feedback was given from the call to action event that had taken place earlier on in the year, and article detailing actions taken has been posted on our practice website. Bev was unable to attend the event, but will forward any information to the rest of the group regarding future meetings. |  |
| 9. | **Next Meeting**Tuesday 2nd December, 12.30pm |  |