**BLOXWICH MEDICAL PRACTICE**

**PATIENT PARTICIPATION GROUP**

**MEETING MINUTES**

**TUESDAY 11th NOVEMBER 2014**

**Attendances:**

Trevor Hancock

Maggie Ward

Julie Hykin

Barbara Leese

Ray Bunn

**Apologies:**

Dr Johnson

Dr Brand

1. Minutes of Last Meeting:

All present agreed true record of meeting.

1. Matters Arising:

The Mental Health Awareness event was held on Wednesday 15th October 9am-11am and 2pm-4pm. The event was not held on Monday 13th October due to the unavailability of promotional material.

Barbara reported that several patients took leaflets, but did not engage in conversation. She suggested that if promotional material for the PPG and topics such as healthy living were also displayed on the notice board maybe patients would be more inclined to approach the desk especially when the PPG are promoting a sensitive issue such as mental health. This will be done for future Health Awareness events.

Printer/Laminator:

Nicole has the printer installed in her home and is making good use of it. It has been used for PPG display material and has contributed towards the practice needs. Trevor expressed the PPG’s grateful thanks to Nicole for taking on this huge commitment.

Julie reports there is £35 left in the account and £30 grant money.

She will ascertain if the remaining grant money can be used for ink and other consumables.

1. Resignation:

Unfortunately, due to personal commitments Ivan Gould has resigned his post with the PPG.

All members would like to join Trevor in expressing their sincere thanks for his commitment to the PPG over the years. An open invitation is extended to him to re-join the group at any point in the future. We offer him and his family our best wishes.

1. Notice Board:

Barbara will contact Nicole to discuss and further improve the PPG notice board on display in the surgery waiting room. She suggested a brightly coloured background and border to attract more patient attention. Trevor extended his thanks to both Barbara and Nicole for their help with this matter.

Maggie will update the notice board with the date of the next PPG meeting to be held in February 2015.

1. Minutes/BMP Website:

Following a visit from CQC (Care Quality Commission) inspectors a recommendation was received to post PPG meeting minutes on the practice website.

The PPG members present voted for the minutes to be displayed on the PPG notice board too.

Maggie will arrange this.

1. Joint Meeting Field Road/BMP/St Mary’s PPGs:

This meeting took place on 16.10.14. Trevor reported that Field Road Health Fair has been postponed and the likely date is 20.3.15 1.30pm-4.30pm.

The PPG’s offer to help with distributing refreshments but not incurring the costs involved was not responded to.

Field Road welcome any ideas to help improve their advertisement of the event.

The group discussed the difficulty in getting patients to attend the BMP Health Fair in 2013.

1. Any Other Business:

Ray asked how the PPG could help with giving information to patients with mental health issues. He also asked if patients could be given information literature when they attend for consultations. A discussion ensued regarding associations/help groups for a range of health problems and mental health was probably amongst them. Julie showed the group a Lifestyle Link card which could be given to patients. These were available to some health provider services, but she was not sure if the GP practices had received any. She also said there was a Healthwatch Directory listing services available in Walsall and could bring them to display on Health Awareness events.

Maggie will invite a Lifestyle Link representative to attend the next PPG meeting on 3rd February 2015 and make enquiries regarding the Lifestyle Link cards.

PPG Working Group meeting dates had been received by Trevor.

Date of next meeting:

 20.1.2015