

EAGLE HOUSE SURGERY

Patient Participation Group Steering Group

Meeting 22.7.14 5.05 – 6.30pm

1. Present: Adrienne McIntosh, Lynn MacGrath, Hilary Over, Sylvia Hixson-Andrews, Edward Watts, Sarah Dummer-Wade (EHS) Apologies: Jimmy Hamilton-Brown
2. Chairperson, secretary for this meeting – Eddy – Chair, Sarah - secretary
3. Feedback from Patient Participation Group week – excellent week with very good response from attendance at sessions in town and on camp. Two sessions at each surgery and also 2 sessions in market place on Thursday and Saturday resulted in over 200 applicants to join the PPG.
Sarah identified man-power issues at the practice that has resulted in these names not yet being added to the database. Hilary offered some time during the holidays to complete this task
Next step will be to send further questionnaire to new members to ascertain demographic information and also ask for expressions of interest to join actual group.
Discussion about the cost implication of having over 150 new members whose preferred method of communication is via regular postal service. **Agreed that one annual mail out would be appropriate to keep costs down. Will include patient questionnaire and newsletter and the first one will also include request for demographic information**
4. Link with Blandford School – Hilary had made contact with key member of staff at Blandford school who works with students interested in Health & Social Care. Sarah happy to accompany Hilary into the school to make a presentation about the practices, how young people can get involved in the PPG, get some feedback about health services for young people and answer any questions about career opportunities. **Hilary to liaise with Sarah about a date in the autumn term**
5. Feedback from other meetings – Sylvia gave feedback about the Health & Wellbeing event in September. Focus for next meeting on plans for EHS PPG members
6. Patient survey Review of questionnaire designed at last meeting. Agreement that it covers all areas. Sarah described the contractual “Friends and Families Test” question. EHS will provide admin time to input data from questionnaire on a monthly basis and from September onwards, reports will be available to the PPG. Further changes to the questionnaire can be made as time goes on
7. Date for next meeting – Tuesday 9th September 5.05 – 6.30pm