

EAGLE HOUSE SURGERY

Patient Participation Group Steering Group

Minutes 10th December 2013

Present: Adrienne McIntosh, Jimmy Hamilton-Brown, Lynn MacGrath, Hilary Over, Felicity Brown
Sylvia Hixson-Andrews, Edward Watts
Sarah Dummer-Wade: Practice manager
Julie Wigg, Community Resource Worker from DT11 Community Partnership

1. Review of culture and values underpinning Eagle House Surgery. SDW led the group through an activity to identify why people use Eagle House Surgery and why staff choose to work here. SDW will draw the views together from the PPG and the staff team to draw up a set of principles and values that are important to all the internal stakeholders in the surgery
2. Julie outlined the purpose of the Blandford Health & Well Being Event 2014 and how the PPG might become involved. Lots of ideas shared about activities and funding (see attached) and positive support from all present. Julie confirmed that a start and finish organising committee will be established in the New Year
Action: SDW to circulate Julie's contact details with minutes so that people can contact her directly – Julie@DT11forum.org.uk 01258 489998
3. Review of last meeting & North Dorset Meeting at Sturminster confirmed that the ideas that the group had come up with at the last meeting were in-line with other groups and that all of the groups were at different stages of development. Positive interaction with Whitecliff PPG and the potential for future collaboration identified.
4. Purpose of group, the group agreed that it should meet monthly in the first instance. Determining Terms of Reference is a priority, as is appointing a chairperson. SHA requested that future work of the group should take into account the issues that face patients with complex health needs. Discussion about the web site and information that is available to patients through that medium, including ordering repeat prescriptions, opening times and the development of automated reminders for appointments
Action: SDW to invite Keith Harrison to facilitate part of next meeting to identify terms of reference, and to invite IT specialist peter Anthony to facilitate review of web site in February

Dates of next meetings:

January 21 st 5-6.30pm	Eagle House Surgery	Terms of Reference & elect a Chair Keith Harrison invited
January 22 nd 10am	Sturminster Newton	North Dorset Health Network meeting Can we send a representative?
January 28 th 10 – 11am	Sturminster Newton	North Dorset Patient Chair's Meeting Hopefully we'll have a representative to go
February 11 th 5 – 6.30pm	Eagle House Surgery	Review of web site and on-line services Peter Anthony invited
March 18 th 5 – 6.30pm	Eagle House Surgery	? agenda focus, Practice Nurse to attend