

**Overton Park Surgery
Patient Participation Group
PPG Minutes
Meeting Held on 13/4/16**

	<u>Action</u>
<p>1. Members Present & Apologies <u>Members Present</u>:- Mark Thatcher –Deputy Practice Manager Dr Stuart Nelson, KM, RS, SH, SS, MH, RS</p> <p><u>Apologies</u>:- NP, JB, YM</p>	
<p>2. Introductions & Minutes of the Last Meeting</p> <ul style="list-style-type: none"> • The members introduced themselves and there was a warm welcome to Dr. Nelson • The minutes held on 3/2/16 were accepted 	
<p>3. Practice Update</p> <ul style="list-style-type: none"> • Jayne Barraclough is leaving the Practice to move to a surgery in Kidderminster. • Mark Thatcher is taking over as Practice Manager from 18/4/16, congratulations were expressed to Mark • Margery, Patient Services Manager to take over as the new Assistant Practice Manager • Kayleigh who is currently part-time, will be increasing her hours to take over as Practice IT Administrator from Mark, starting 1st June • Dr Coker is now on maternity leave returning in October'16. Locum Dr Katy McIntosh has joined the Practice to cover for 6 months • The Practice is in discussions with Bev, regarding possible Reception Manager position 	
<p>4. Patient Survey</p> <ul style="list-style-type: none"> • “Choice Plus” an alternative Surgery, at St Pauls or the Healthy Living Centre, offering same day appointment system, 8am-8pm. Designed to help increase capacity for the Surgery with possible cover for weekends, as one established place to support the Practices in Gloucestershire. • The group shared their experiences of using the system, but most didn't know it was called ‘Choice Plus’, as referred to on the Survey. • The group discussed and agreed the ‘Patient Access Survey’ for distribution, which will be condensed and put onto 1 double-sided page. To be handed out in the Surgery and possibly put on the website 	MT
<p>5. Event Planning</p> <ul style="list-style-type: none"> • As previously agreed, the next health event will be Pre-Diabetes; possibly to be held in June 	

<ul style="list-style-type: none"> • The construction work at Elim Church is nearing completion and there is a possibility we can re-use their hall. (swap free use of hall for weekend car parking at the Surgery!) Mark will follow up. • Speakers are lined up, Dr Nelson, who proposed a Wednesday evening, Nurses from the hospital, Lisa from OVPS. • Mark will contact Kim at Elim and liaise with all speakers • Further health care event, possibly Dementia to be planned for Sept/Oct 	<p>MT</p> <p>MT</p>
<p>6. Increasing Membership</p> <ul style="list-style-type: none"> • There are a few new members interested in joining the PPG and we need a spread of ages. MT will follow up with JB. • Dr Nelson mentioned some students write to the Practice, to work with the Practice pre-medicine; suggest them joining the PPG, but no takers so far • Mark will contact the local schools, i.e. Cheltenham Bournside • SH, an ex school Governor of Monkscroft School, suggested she will contact them 	<p>MT</p> <p>MT</p> <p>SH</p>
<p>7. Any Other Business</p> <ul style="list-style-type: none"> • The CQC report will be available for the next meeting. Generally the Practice has come out well but are yet to receive the full details • Dr Nelson mentioned a possible new Mega Centre, possibly in North Place with car parking. An invite has gone out to 5 practices, including OVPS, which if it went ahead could mean a possible move. • The next meeting will be held on Wednesday 8th June 	
<p>8. Dates for Future Meetings</p> <p>8th June</p> <p>3rd August</p>	