

**PATIENT PARTICIPATION STEERING GROUP  
MINUTES OF MEETING HELD ON MONDAY, 30<sup>th</sup> JANUARY 2012**

**PRESENT:**

Dr K Stoodley, GP & Chair, Val Johnson, Practice Manager, Mr T Cox, Mrs G Jessop, Mrs S Waplington, Mrs E Krygier, Mrs H Daughtrey, Mrs M McDonald, Mrs P Hague.

**APOLOGIES:**

Mr A Booth, Mrs K Bradbury, Mr G Scott.

**RESIGNATION:**

Mrs P Livesley

**INTRODUCTION:**

In the Chair's absence, Dr Stoodley chaired the meeting and welcomed everyone to the meeting.

**MINUTES OF THE LAST MEETING**

Mrs McDonald pointed out that she had contacted reception to give her apologies for the meeting held on 12<sup>th</sup> December 2011.

**FEEDBACK FROM WHEATBRIDGE PPG**

Val Johnson, Hilary Daughtrey, Maureen McDonald and Kathleen Bradbury had attended the meeting held at Wheatbridge on 17<sup>th</sup> January 2012. Hilary and Maureen gave feedback. They explained that the Wheatbridge PPG is now well established with a Chair who has been in post for a couple of months. Wheatbridge PPG had organised a speaker from the Primary Care Trust (PCT) Informatics Department regarding patients having access to their medical records electronically. They explained that the PCT are rolling out a programme where a patient will be able to access their medical record. This will not happen at Whittington Moor for a further year at least because we use a different clinical system. They also mentioned that Wheatbridge PPG had been working on a couple of projects within the practice, the main one being signposting.

**LOCALITY MEETING FOR PPG MEMBERS**

The PCT are organising a meeting for PPG Members on Tuesday, 13<sup>th</sup> March 2012 from 6.00pm-8.00pm. Two representatives from each PPG have been invited to attend. Patricia Hague and Hilary Daughtrey have expressed an interest in attending. Further information will be available in due course.

**ELECTION OF OFFICERS**

We discussed the election of officers and it was agreed that a letter should be sent out to all members of the PPG inviting them to become Chair, Vice Chair, Secretary and Vice Secretary. It was also agreed that we would ask interested parties to write one or two lines about themselves and what they can bring to the position. We also discussed the roles and responsibilities of the Chair and Secretary and that officers would serve for one year. This will be discussed in more detail once the positions have been filled. It was agreed that initially publicity would be a large part of the PPG work and that all members would be involved in trying to get information to as many patients as possible using different formats.

**DATE OF NEXT MEETING**

The next meeting will be held on Monday, 5<sup>th</sup> March 2012 at 6.30pm at The Methodist Church, Scarsdale Road.