

# Patient Participation Group

Thattham Medical  
Practice

Minutes of a meeting of the PPG held on Tuesday 25<sup>th</sup> January 2022 via Microsoft Teams commencing at 7pm and concluded at 7.30pm.

Present	David Weller (Chairman), Linda Lawson (Practice Manager), Jenny Marnock, Judith Denny, Elizabeth Hunt, Jonathan Wilding ,Dr Foulkes, Jackie Wood (Minute Secretary)
Apologies	Helen Easson (Vice Chairman), Gordon Easson
Next Meeting	AGM Tuesday 5 <sup>th</sup> April 2022 at 7pm

Item No		Action
<b>1</b>	<b>Welcome</b>	
	The Chairman opened the meeting at 7.00pm and extended a warm welcome everyone in attendance.	
<b>2</b>	<b>Minutes of the last Meeting</b>	
	The minutes of the last meeting held on Tuesday 12 <sup>th</sup> October 2021, having been circulated, were taken as read and signed by the Chairman as a correct record.	
<b>3</b>	<b>Matters Arising from the Minutes</b>	
	Blood bottles supplies are now back to normal.	
<b>4</b>	<b>Treasurers Report</b>	
	David reported that the balance of the Current Account and Fund Raising (FR) Account was £64 and £3501.67 respectively.	
<b>5</b>	<b>Practice Report and Coronavirus Update</b>	
	Presented by Linda; <b>GP / staff update</b> We continue to juggle shifts to cover for staff absences due to isolation requirements however we are fortunate to have been able to cover full services to date!  <ul style="list-style-type: none"> <li>• We will be providing GP sabbatical cover for Dr Sylvester who will be taking a 3-month sabbatical from March.</li> <li>• Dr Rudgley will be reducing his hours to ¾ time in September and taking a sabbatical at that time.</li> <li>• Liz Banner (Nurse Practitioner / Treatment Room team leader) is retiring in March, however we are hoping she will help with the vaccination programs in the autumn!). Liz has worked at the practice for nearly 20 years and will be sadly missed by staff and patients alike.</li> <li>• We welcome Darren Cole (Nurse Practitioner) who will be starting in March and Nicki Simpson (trainee phlebotomist, reception) who starts tomorrow.</li> <li>• Emma Batten (patient services manager) is covering reduced hour during her phased return to work.</li> </ul>	

**COVID vaccination**

- A huge thank you to everyone who has been involved in the vaccination programme. Kennet PCN have vaccinated over 9600 patients and over 80% of our eligible patients have now been vaccinated. The key point is that we were able to vaccinate our more vulnerable patients and housebound.
- 12–15-year-olds will be vaccinated in school, these should be completed by half term. Those who are unable to attend the school vaccination programme i.e. excluded from school or with severe anxiety, autism etc. will be able to book an appointment at Burdwood Surgery, appointments will be bookable via the national booking system.

**Staff COVID vaccination.** It is now a mandatory requirement for all front-line staff to have had their 1<sup>st</sup> and 2<sup>nd</sup> COVID Vaccination by the 1<sup>st</sup> April 2022. To confirm, all front-line patient facing staff have been vaccinated accordingly at Thatcham Medical Practice.

**PCN update** – Dr Rudgley and Dr Sylvester have resigned as Clinical Directors for Kennet PCN, their post will terminate in March. They have provided excellent clinical leadership during some of the challenging times. Congratulations to Dr Peter Osbourne (Burdwood Surgery) who has been appointed as the new PCN Clinical Director from April. We look forward to working closely with him in future.

**Training –**

GP Registrars - Dr Gurkiran will be starting on Wed 2<sup>nd</sup> February. She will be with us for 6 months

Dr Gray will be returning from maternity leave in June and Dr Lea will also be starting in the summer.

**Pharmacy referral scheme update,** this programme has been delayed but staff training should be taking place within the next month.

**LIVI is a new online GP locum service,** this has been centrally funded to help with winter pressures until the end of March. Patients will be booked appointments by telephone call / video consultation. Locum GP's can-do prescriptions, sick notes and make referrals, they will have access to EMIS patient record. This could potentially provide an additional 54 appointments per week.

**Premises development** – we are looking into the possibility of storing Lloyd George medical records off site to develop the admin /reception area, possibly using some of the space for a group consultation room and an additional clinical room.

**Group consultations** Dr Mottram is currently providing group consultations on TEAMS for patients with fibromyalgia, she is also running a programme of group consultations for patients with long covid. There has been excellent feedback from patients.

<b>6</b>	<b>Changes to the Practice Appointments</b>	
	<p>Presented by Linda;</p> <p>Following the last PPG meeting we took advice from our members and changed our appointment system to enable 'patient choice appointments' that were bookable in advance. Patients can choose if they would prefer a 'face to face' appointment or telephone call and this was working well initially. However pre-bookable appointments were changed to 'bookable one week in advance' due to the uncertainty of staff sickness/isolation in the event of Omicron infection. It is felt more appointments could be gradually opened in advance again to help reduce the number of patients being asked to call back the next day.</p>	
<b>7</b>	<b>External Meetings Reports</b>	
	Nothing to report	
<b>8</b>	<b>Purchase of Equipment Update</b>	
	On going	
<b>9</b>	<b>PPG Annual General Meeting</b>	
	<p>The Annual General meeting is scheduled to take place on Tuesday 5<sup>th</sup> April 2022 commencing at 7pm. It is hoped that the Coronavirus restrictions on meetings will be lifted further and that it may be possible to hold a live meeting with guest speakers. With this in mind the members were therefore asked to suggest possible speakers for the AGM. In addition to the Practice report from Dr Rudgley another possible speaker will be a representative from Sport in Mind whose visit to the AGM was postponed back in 2020.</p>	
<b>9</b>	<b>Any Other Business</b>	
	<p>Judith informed the meeting that the RBH would no longer providing an ear vacuum service meaning that patients will have to pay privately for this. Linda said that the practice didn't have capacity to start running this service but that she would raise the concern at the next CCG meeting on behalf of the PPG.</p>	
<b>10</b>	<b>Date of Next Meeting</b>	
	<p>The next PPG virtual/live meeting, which is the AGM, is scheduled to take place on Tuesday 5<sup>th</sup> April 2022 commencing at 7pm.</p> <p>In thanking everyone for their attendance and contributions made the Chairman expressed the hope that all would keep safe and well and declared the meeting closed at 7.30pm.</p>	
	<p>Signed .....Date.....</p> <p>Chairman</p>	