**Patient participation Group Meeting**

 **Date 30th November 2015**

**Present:** TJ, SG, NH, NC, Mr McCarten, Mr Wilson, Mr Booth, Mrs Newton, Mrs Gittings, JG (minutes)

**Apologies:** Mrs Chappell, Mrs Sherbourne, Mr Clarke, Mrs Monkman. Sandra Greenwood apologised on behalf of QS PPG members as this was short notice.

All members present introduced themselves to the group.

**Minutes of Last meeting:** Theminutes of the last meeting 12 August 2015 were agreed as a true record, all apologies were accepted.

**Action Points:** Issues regarding post- dated prescriptions has now been resolved.

**Practice Update:** SG introduced her position to the group and the merging with Queen Street Surgery April 2016.

SG explained what was proposed of the two practices joining and has agreed to show all PVS and QSS PPG members the proposed plan. MB asked if PV would be moving premises. SG stated that this was a possibility as QSS would be able to accommodate both practices. MB was concerned about patients being able to park. SG replied that there was adequate parking for staff and patients. MB raised the issue regarding staff positions at PVS, SG replied that all staff at PV would keep their jobs. JM was concerned regarding the changes and future of PV and said “that all patients would require time to think about this”, also concerned whether PV and QS would continue to have input from FB. SG replied that FB would continue to provide support and input into PVS and that PVS and QSS would be part of the Ferrybridge Medical Centre Group. JM asked if there would be increased appointments to accommodate, SG replied that we are hoping to have 2 Doctors and1 Nurse Practitioner on duty at one time and would have access to specialist nurses and GPs, also we would be able to extend our opening hours from 8.00am to 6.30pm Monday to Friday.

MB asked about any changes regarding the chemist (M&A Castleford Road), as would this have an effect on patients collecting their prescriptions. SG answered that we would be in contact with M&A to discuss the best outcome for our patients.

**Dr C Phipps-Jones:** Dr Phipps-Jones has been on maternity leave and will be returning to work January 2016.

**HCA:** TJ informed the group that a HCA apprentice will be introduced at PV in 2016. NC (HCA) has applied for her nurse training.

**Extended Hours at PGI:** From December 2015 there will be bookable appointments on Saturday mornings for all our patients between 9.00am and 10.30am, anything after these times would be a call to NHS 111.

**Network 7 PPG:** PW represented PV at the 1st meeting 5Th November 2015. A copy of the minutes from this meeting was presented in our PPG meeting today for all members.

**CQC:** The official Report not yet received. All PPG members will be informed of the outcome.

**Practice Website:** Website to be re-developed and updated. PPG members were asked if this was used by them and what sites they would like to see. TJ mentioned approved sites that could be accessed for illnesses/symptoms and general advice.

**Federation:** TJ informed the group, that as previously mentioned, Ferrybridge Medical Group will be working in collaboration with other Practices in the Wakefield Clinical Commissioning Group as part of the 5 Towns Federation. This includes about three other practices in Normanton and Castleford. TJ to keep the group updated on progress.

**Annual Patient Survey 2016:** The PPG members were happy with the previous patient survey and happy to continue with the same.

**Next PPG meeting to be arranged.**