

**Minutes Of Valley Medical Centre
PATIENT PARTICIPATION GROUP MEETING
Held on Wednesday 22nd October 2014 at 6.30pm**

Present

Practice Representative: Dr D Baron, Liz Sedgwick – Practice Manager

Patient Representative: Margaret Tatchell, Margaret Derbyshire, Stephen Derbyshire, Jim Brackenridge, Barbara Horsman, Biz King, Janet Kszton, Judy Pearson, Chris Milnes, Pauline Naylor, Anne Payne

Apologies: Cliff North and Ken Scott

Introductions and apologies

A round of introductions was made and apologies accepted.

Minutes

The minutes of the previous meeting dated 18th June 2014 were agreed.

There were no matters arising from the minutes.

Friends and Family Test

The new friends and family test starts at the beginning of December. Every patient needs to be offered the opportunity to respond to the FFT questions after they've had an interaction with the practice – everyone irrespective of age, communication/language skills. The question asked will be

- 1. How likely are you to recommend our general practice to friends and family if they needed similar care or treatment**

Extremely likely/Likely/Neither likely nor unlikely/Unlikely/ Extremely unlikely/Don't Know

- 2. Please tell us the main reason for your response**

This will be a form of ongoing feedback that will feature in the waiting room. It is not necessarily appropriate for the General Practice setting but is part of the National Contract for GPs.

Update on New Development

There have been no further developments since the last meeting, although the expected start date has been put back which may give us more time to finalise NHS approval but the whole process is very frustrating.

Practice Leaflet – update

The practice leaflet has been updated – the group was asked for its views. An amendment to information on Doctors was suggested to ensure standardisation. This is to be implemented.

INR Machine – charitable donations

The practice occasionally receives donations from patients. This money is to be used to purchase a second INR machine. This is for the measurement of INR in patients taking warfarin for Atrial Fibrillation. We have the highest number of patient's treated on site in a Sheffield Practice and this additional machine will be of great benefit for the patients and the staff in managing this condition.

Healthwatch Sheffield

The practice has received an enquiry from Healthwatch Sheffield about the Patient Participation Group. They would like to have information about meetings and possibly attend one. Liz is going to reply with an invitation to attend a future meeting.

Nurse Vacancy

The practice currently has a vacancy for a Practice Nurse. There will be a minimum of two part time posts to replace the hours we currently have. One nurse is moving out of the area and one has taken early retirement. The posts will be advertised over the next few weeks.

Any other business

There were various matters raised but these related to personal experiences and not for group discussion.

Date and Time of Next Meeting – Wednesday 11th March 2015 at 6.30 pm.