



NOTES OF PPG MEETING 4.12.18

PPG Attending: 4 members and Laura Chapel from Volunteer Cornwall joined at 7pm
TVH Practice Attending: 1 practice representative
Apologies: 4 members and 2 practice representatives

AGENDA:

1. Appointment of Secretary / Treasurer
2. Minutes of meeting 17 Oct 2018 (previously circulated)
3. Update from the Practice
4. Report on Prostate Group (Feedback 7 Nov attached)
5. Online access system report
6. Umbrella Group Minutes
7. Directory Development
8. Invitation to Laura Chapel on Social Prescribing (at 1900)
9. A.O.B.
10. Date / time of next meeting

1. MC has resigned from post of secretary but will attend meetings where he can and wishes to stay on the email correspondence list. We therefore need a new secretary and treasurer. We need to improve attendance at meetings and also to gain some more active members.

ACTION: CG to draft a recruiting notice to go on the website

CG to look in to changing the signatories on the PPG bank account

ACTION: CG to be given the bank information from the Practice

2. Minutes accepted from previous meeting

L-A to chase the lead nurse in relation to the DNA figures and to also circulate the complete list of email addresses to CG for the group.

3. Practice update - A new rotation of F2 doctor starting this week. The flu campaign is going well. Further to the change of management structure KG (Patient Services Manager and L-A will alternate attending the PPG meetings. DK enquired as to the plans for a new Health Centre that he has heard about but L-A advised this is not anything in connection with the Practice. Demand for appointments is high at present.

4. The Prostate Support group – CG fed back to the group on the previous meeting. The next meeting is tomorrow night (5th Dec) and Nick Buxton will be speaking, and then answering questions. Another invite to all the patients with prostate cancer has been sent by the Practice. £155 was raised at the St Ann's Chapel Committee tea party for the group and CG has thanked them via email. He has received a very positive response to the groups meetings and he will propose that the meetings continue on the first Wednesday in the month until June.

ACTION: CG and MW to discuss publicity further.

5. Online access reviewed by the IT department all in order - matter closed.

6. Umbrella group meetings - Don and Jenny attended the umbrella group. They discussed the enabling fund. This can only be used in connection with certain projects and not many PPG's have taken it up. If we want to apply for the funding, we would need to be sure of what we wanted to use it for first.

7. Directory Development (Laura joined the group at this stage)

DK gave some background on where social prescribing has stemmed from. It started with the Living Well project, TVH was very active in referring to this which was shown on a handout given by DK, TVH being the 2nd top referrer to the service. However the CCG cut the funding. NHSE has now put money back in to this areas as they can see the value of it. DK has looked at the directory for another parish and showed the group, the information was vast and they have done it themselves in the community. DK was tasked to feed information in to Cornwall link when supplied to him. There is training available to enable him to do this and DK has advised her will do it. There is a form that needs to be completed for each service that is added to Cornwall Link but the permissions/consent is an issue so is more than just filling in the form as first thought, the group will have to be contacted and their consent gained before entering the details. Laura advised that she would like the info on Cornwall Link but can see there is an issue with consent. DK has a possible contact that could help with this social prescribing project and he will speak to her. Cornwall link will be checking validity of groups at 6-12 months. CG relayed the information to Laura about the prostate group as an example of something we are doing in the area and about the money he has received from the fund raising afternoon.

8. Laura Chapel introduced her role with Volunteer Cornwall as a community maker and she covers the East patch now. Each practice will have a social prescriber

to connect patients to groups etc. and they would get one hour with the social prescriber once this is in place. Rosedean/Oak Tree and Looe surgeries have one social prescriber between them. Laura helps to set up groups and support them, finds out what is available in each community and can help with finding training or funding for groups. The other part of her role is working with healthcare professionals, so for example GPs could signpost to the services also. She wants to work with PPG's to gather all the information together. She discussed that not all patients would look online which is where Cornwall Link is, so they need to offer face-to-face advice.

9. AOB

Website - We need more ideas to put on the PPG section of the practice website, eg the purpose and function of PPG and its achievements so far.

Constitution - A focused discussion on what we are trying to achieve is needed.

Phone system - We discussed the queuing aspect of the new phone system which is very good but the recorded messages could be a bit livelier.

ACTION – L-A to speak to IT team

Winter campaign – someone from Kernow CCG would like to come in and promote winter well-being to our patients as not all will access information online. JW was willing to come in with Ben from the CCG assuming the date was convenient.

ACTION – L-A to advise JW when this is

Digital group – L-A advised the group that all previous virtual members were emailed when we reformed the group and not many responded. We should try and promote the virtual side of things more.

10. Date/Time of next meeting – L-A proposed that for ease we set a particular day/week in the month – agreed meetings will now be bi-monthly on the 2nd Wednesday of the month, starting from February 2019