

**Sett Valley Medical Centre**

**Patient Participation Group**

**Notes from Meeting Tuesday 14<sup>th</sup> October 2014 6pm**

**New Mills Volunteer Centre**

Present : Ian Mason (chair), Dr Douglas (senior partner), Andrew Pollitt (Practice manager)  
) Nigel Brockett, Pam Cohen , Lynne Rangeley , Godfrey Hutchins, Tina Nickisson , Mark  
Gegarty,

1. Apologies Hilary Donbovand, Phillip Knott, Lance Dowson ,
2. Minutes Of previous meeting – Agreed
3. Healthier together Consultation's documents were given out at the surgery flu clinic's ,with also a patient survey
4. Doctor's Report – Dr Douglas explained how the appointments system and triage would be changing on the 1<sup>st</sup> December 2014 Pam had concerns how we notify patients i.e. communication being a problem and we should be contacting pharmacies, School's, clinic's , newspaper , to be discussed further.
5. Andrew read and explained the Practice Managers Report
6. Election of office – Ian explained his role of what the chair person does for the patient participation group .The Election of post has been postponed. A terms of Reference needs to be organised. Ian passed around a general instruction.
7. PPI Des – The rules of the PPI Des, every practice will have a Patient Participation group. The patient survey is no longer a requirement. The practice will submit a development plan of 3 areas for December Questionnaire to be sent out in December.
8. Patient Issues – questionnaires have been given out and our being runs through December
9. AOB Ian explained how one practice in Buxton has 150 virtual members i.e. either by face

**Dates of next meeting 21<sup>st</sup> January 6pm**

Close 7.15 pm