

# **Sett Valley Medical Centre**

## **Patient Participation Group (PPG) Terms of Reference**

The overall aim of our group (PPG) is to develop a positive and constructive relationship between patients, the Practice and the community it serves, ensuring the practice remains accountable and responsive to all its patients' needs.

Our group is affiliated to The National Association for Patient Participation (NAPP).

Our group key roles are:

1. Create and improve two-way communication between patients, the Practice and the community it serves.
2. To bring a sense of partnership between Practice and patients.
3. Provide an avenue for patients' input in the way facilities and services are planned and executed, to add humanity to, and influence those services.
4. Provide constructive two-way feedback on patient and community needs, concerns and interests.
5. Support the Practice in good health promotions, preventative medicine and health literacy.
6. Collect patient opinions and experiences to help the Practice evaluate its services.
7. Communicate to the Practice community and/or the wider community information about the Practice.
8. Liaise with the North Derbyshire commissioning group of practices to share and develop best practice and/or resources.

### **Our Patient Participation Group Membership**

All registered patients are welcome to join the PPG. Specialist sub-groups may be formed to deal with specific topics utilising individual skills and interests. Our group meets regularly approximately every 2 months.

The group consists of a Chairman, Secretary, Practice Manager, and a GP. This group has been established for sometime, and hopes to expand, with a view to include representation from various age groups, to work with the Practice improving patient care.

The Chair and Secretary are elected annually at an AGM held in January.

Meetings are held every other month and are open meetings.

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