

**PORTER BROOK MEDICAL CENTRE**

**Patient Participation Group minutes**

**Thursday 1<sup>st</sup> July 2015**

Present: Jenny Bristow, Raza Hussain, Susie Uprichard (Business Partner), Dr Gurjit Barns, Katie Wight (Nurse Practitioner), Pippa Fitzsimmons (Practice Manager)

<b>1. Apologies</b>	<b>Actions</b>
Apologies were received from Samuel Bussey, Dineke De Jong, PJ Hughes, Steve Joseph, Charlie Khan, Tim Nelson, Sarah Jane Smalley and Dr Kirsty Goddard	
<b>2. Minutes from the last Meeting</b>	
Minutes of the meeting held on 7 <sup>th</sup> May 2015 were accepted as an accurate record.	
<b>3. Matters Arising</b>	
End of Year report has been submitted to NHS England has been accepted.	
<b>4. AGENDA</b>	
<p>As there were insufficient members of the PPG present, the agenda was adjourned to the next PPG. However Members present gave brief feedback on the following:</p> <ul style="list-style-type: none"><li>○ Service Improvement ideas – no ideas put forward by PPG members to date</li><li>○ WebGP – Jenny reported that she had looked at this online but was unable to comment preferring to see a demo. Susie informed the group that this initiative is being funded in some Sheffield GP practices as part of the Prime Minister’s Challenge Fund.</li><li>○ SHU Student membership for PPG – Pippa gave some feedback how this will be approached via waiting room media screen and advertising in the Student’s Union and various hubs. It was also suggested we target the students around November to give them time to settle in. Katie suggested the nurses could proactively promote PPG recruitment for regular attenders at City Campus.</li><li>○ National Patient Survey comparison – this item was not discussed due to low attendance however details are attached for perusal prior to the next PPG. Please use the tabs along the bottom of the spreadsheet to open the various pages.</li></ul>	
<b>5. AOB</b> Items for discussion at next PPG: <ul style="list-style-type: none"><li>● National GP Patient survey comparisons</li><li>● Impact of the Prime Ministers Challenge Fund</li><li>● Impending budget cuts and how this will impact on the Practice</li><li>● Review of Practice website</li></ul>	
<b>6. Next meeting</b>	
<i>Tuesday 29<sup>th</sup> September 2015 at 6 pm in the Meeting Room</i>	