

Darwen Healthcare Patient Participation Group
Monday 18 March 19
5:30 – 7:00 pm

Present: Ann Neville, Practice Manager (**AN**)
Susan Hill, Administrative Co-ordinator (**SH**)
Tracy (**TJ**)
Alan (**AP**)
Ian (**IT**)
Barry (**BA**)
Sheila (**SS**)
Karen (**K**)
Ann (**AC**)
Christine (**CS**)

Apologies: Caitlan (**CJ**)
Tania (**TL**)
Wilf (**WH**)
Laura (**LG**)
Ian (**IG**)
Jackie (**JB**)
Carol (**CG**)
Pauline (**PM**)

No	Item	Content	Action	Deadline
1.	Welcome and Introduction	Ann Neville welcomed everyone to the meeting.		
2.	Apologies	Apologies received as above		
3.	Minutes of the last meeting	Had not received email	AN to send out with March Minutes	31 Mar 19
4.	Practice Update	AN provided a practice update which included current Failed to Attend Rates which are displayed on the Jayex Board and websote.		

		<p>Staff update – Dr Sudell has retired and replaced with Dr Hafez. Dr Hogarth has left to take up a Medical Director post at East Lancashire Hospice.</p> <p>The practice is looking to recruit its third Advanced Nurse Practitioner.</p> <p>The group like the new newsletter, full of information all relevant to the practice and much relevant to the Darwen Locality.</p> <p>AN mentioned the upcoming annual PPG Patient Survey 2019 and suggested that members meet to agree questions.</p>	<p>AN to send out Terms of Reference</p> <p>In progress</p> <p>AN to send out dates for week commencing 8 April 19</p>	<p>26 Nov 18</p> <p>31 Mar 19</p>
5.	Healthy Darwen Day Feedback	<p>Not discussed however feedback analysis confirmed 4.5/5 for the effectiveness and information provided for patients.</p> <p>Plan to hold an annual event but not in the winter period and needs to be more central and completed as a locality, Tying in with Flu Season seems a great plan,</p>	<p>Provisional date booked as Saturday 14 September 19</p> <p>AN to discuss at the next PPG Meeting.</p>	<p>To be confirmed</p> <p>20 May 2019</p>
6.	PPG Annual Report 2018-2019	<p>Draft version shown to the PPG Group</p> <p>SH to obtain photos of members with their approval</p>	<p>Update at the next meeting</p> <p>Annual Report to be launched</p>	<p>January 19</p> <p>5 Apr 19</p>
7.	Rotary Event 11 May 2019	<p>AN discussed an event that the practices are going to be involved in. Is being held on 11 May 2019 and the plan is for the Darwen Practices to target possible</p>	<p>AN has added to the Nurse Team Agenda for 8 April 19</p> <p>Update at next PPG Meeting</p>	

		hypertensive patients and complete opportunistic pulse readings. CS has agreed to be a champion	AN to meet with CS	April 19
8.	Online Forum	At the last PPG Patient Survey a number of patients agreed to complete online feedback for the practice and would like to use this to test ideas- PM is unable to attend the meetings at present but always provides online feedback to AN. AN suggested that due to PM being such a valued member for so long it seems reasonable for PM to be a part of the online forum. If feedback is requested the practice can analyse and then AN and PM can discuss before the next meeting. All members agreed a great idea.	AN to update the group by 30 Nov 18 and arrange December Health Promotion Day Meeting AN to speak to PM	30 Nov 18 01 April 19
9	Medicines Management/Prescriptions	AN advised that a number of practices had joined up to the Prescription Hub in Blackburn. AN asked PPG what their views were all agreed if done in a qualitative way would be good for Darwen but located in Darwen.	AN and AP to work on the layout and send draft to PPG by 29 November 18 for agreement.	N/A
10	Cervical Smear Campaign	A number in the group felt that they would like to champion new ideas in relation to cervical screening in areas such as post-natal depression, bereaved ladies, mental health etc. One person within the PPG to trial an idea and promote via a leaflet	AN to speak to DY ANP CS,TJ, SH to meet to discuss	25 Mar 19 w/c 8 Apr 19
11	Mental Health	BA gave the group an update on MH from a Public Health/Local Authority view and also discussed how public health was linked with refresh with a view” Its Every bodies Business”		
12	PPG Meeting Dates for 2019-2020	Monday 20 May 2019 5.30-7.00 Monday 15 July 2019 5:30-7:00		

		<p>Monday 19 August 2019 Flu Planning Meeting 5:30-7:00</p> <p>Monday 16 September 2019 5:30-7:00</p> <p>Monday 18 November 2019 AGM 5:30-7:30</p> <p>Monday 09 December 2019 PPG Meal 7:00</p> <p>Monday 20 January 2020 5:30-7:00</p> <p>Monday 16 March 2020 5:30-7:00</p>		
13.	Date and Time of Next Meeting.	<p>Monday 20 May 2019 5:30-7:00</p> <p>Monday 8 April 2019 5:30-7:00 PPG Survey Meeting</p>		