

**Notes of the PPG meeting held on  
Wednesday 17<sup>th</sup> October 2018  
at Orchard Medical Practice**

**PRESENT**

Marion  
Adele  
Jean  
Anne  
Gloria  
Laurence  
Keith – Chair & minute taker for this meeting  
John R  
Sue  
Michael  
John P  
Rebecca Tate – Practice Manager  
Dr W Freeman  
Dr H Wagstaff – for home visiting policy

**APOLOGIES**

Elizabeth, Sue & Val

The Chair welcomed everyone and each person introduced themselves.

No one volunteered to take the minutes of the meeting so the Chair took notes.

Minutes of the last meeting were agreed and a true reflection.

**MATTERS ARISING NOT ON THE AGENDA**

- Orchard PPG Summer Fayre. This went well and the proceeds have been added to the bank account which now shows a very healthy balance.

Dr Freeman left the meeting then returned with Dr Wagstaff to explain Orchard Medical Practice's new Home Visit Policy.

Increasing requests for home visits mean that it is no longer possible for the Practice's doctors to be able to guarantee a home visit for everyone who wants one. New procedures will include the need to ask for a home visit by 11am. Requests will then be triaged to see if they are necessary and in the patients interest. Patients will be reminded that is usually safer and easier to make a thorough examination at the surgery rather than in a patient's home. Home Visits will only take place where there is a clear clinical need. PPG members asked several questions before agreeing that the new policy which they felt was in the best interests of both patients and the Practice.

Dr Wagstaff then left the meeting.

## **PRACTICE MANAGER'S REPORT**

Rebecca announced that a new receptionist had been appointed and another receptionist post may become available once areas of work had been looked at.

Dr Sheikh had retired from the Practice at the end of September and Dr Temple was now the Senior Partner. An advert for a salaried GP was open at the moment. Locum GP's were being used until the right person applied for the vacant post.

Rebecca outlined plans to put a Donations Box in the main waiting area for patients to donate items for distribution to the two local foodbanks for the homeless and needy people. Some gift boxes may also be made up for suitable Orchard Medical Practice patients.

This year's main 'flu' jab vaccination day will be on Tuesday 6<sup>th</sup> November at the Towers on Botany Avenue from 0800 – 1830. Several PPG members volunteered to help and gave their names and available times to Rebecca. Teas and coffees will be available on the day and any donations made will be put to the Practice's "Taxi Fund". Some of the PPG members will also be promoting the PPG in an attempt to recruit new members.

## **INTEGRATED CARE AND PATIENT/PUBLIC ENGAGEMENT**

Keith explained briefly some of the changes taking place across the Mid Notts area to health and social care. In particular, he circulated a two-page handout of proposed changes to hospital discharge procedures called "Home First Integrated Discharge". Keith asked members to read it and let him know any feedback via email.

The meeting had overrun and there wasn't time to discuss arrangements for the AGM to be held in November.

The meeting closed at 1440.