

Roxbourne Medical Centre
Patients Participation Group
Committee Meeting
12th December 2023
at RMC at 6.30pm

AGENDA

1. Welcome from the Chair if any new people in attendance.

- JB, KM, JM, PK and FL

2. Apologies.

- NS, A-MW, NSh and FA

3. Update on Current Issues at the Practice (Pratibha/ Federica).

- Notes digitalisation, RMC in process of getting all medical records digitilise, this process will take few months but will be done by March 2024, once this is completed the practice will gain more office space for staff.

4. Newsletter update.

- Newsletter published on 12/12/2023
- Uploaded on website and Facebook
- Hard copy printed and laminated for waiting area

For next issue

- To promote NHS app
- Defib finder info

5. Noticeboard update.

- TVs in reception working again and PPG information has been added on the screens

6. Feedback from other meetings (Jane)

- Group consultations for Diabetes and Hypertension (availability in the practice in room 12 on either Mon+Tue+Wed PMs, social prescribers and H&W coaches onsite on Mondays and Wednesdays.
- Coffee morning (to check possible venues such as Beacon, Library, Tithe Farm, etc) – PK to check liability with insurance company if coffee mornings are taking place at the practice
- CPR training for patients done by paramedics from LAS and St John ambulance service (Federica to check)
- Travel assistance group at Pinn MC might be able to help our patients as well (JB to check)

7. Election of vice chair and secretary.

- KM happy to join as Secretary/Vice Chair

8. Any Other Business.

- Discussed possibility of additional signage outside the practice to show we are a GP surgery as happens that patients think we are part of Roxbourne Complex (next door NHS facility)
- PPG to help RMC thinking of how to get more patients registered at the practice

9. Date of next meeting.

- 13th Feb 2023 @ 18:30