

MILLVIEW MEDICAL CENTRE

PATIENT PARTICIPATION GROUP (PPG) MINUTES

Date / Time	Wednesday 22 nd September 2021 - 18:00
Location	Millview Heckington – Conference Room

	Name	Role
Millview Staff	Dr Shrouder Marcus Griffen Clare Shrouder Michelle Rushen Gwen Murgatroyd	
Millview Patient Representatives	Alison Bourne Maurice Rushbrook Jenner Elber-Porter Alan Creaser Christine Robertson	
Apologies	Dr Kasinathan Malcom Jones OBE Mary Rudkin Jane Dawe Robert Wallbank Jackie Dixon	

Agenda Item	Actions
Introductions The Chair welcomed everyone to the meeting and general introductions were made. Apologies for absences were made.	
Health and Safety The Practice Manager gave the mandatory Health & Safety brief.	
Minutes of the Last Meeting The previous minutes of the meeting were read and accepted as a true and accurate record.	
Matters Arising <ul style="list-style-type: none"> • Nil 	
Partners and Practice Manager <ol style="list-style-type: none"> 1. Dr Shrouder updated all present on new partner of Dr Revu from 1st February 2022. 2. New way of using Ask My GP was explained by Dr Shrouder. 3. Plans for Flu campaign 2021 were discussed but awaiting firm dates at present. 4. The refurbishment of Millview that is ongoing was explained to all present. New treatment room and frailty suite. 5. Cavell Project update was discussed including the good news that we will hopefully see some Portacabins in Sleaford as part of our expansion before the end of this year. 	
Patients Council <ul style="list-style-type: none"> • Neither the Chair or Deputy had been in attendance or have received any updates. 	
PPG and Proposed Improvement Suggestions/Action Plan PPG is now a contractual requirement. We need to decide on 3 clear priorities. These have all been completed over that last couple of years so three new priorities now required.	

<ol style="list-style-type: none"> 1. New car park. This will be started in the New Year. Held up due to builder demand. 2. New members. It was decided to pop a question on the next questionnaire. 3. Newsletter. Maurice has again agreed to look into providing us with our next newsletter in Winter. 	
<p>Medical and Nursing Students</p> <ul style="list-style-type: none"> • We are continuing with Student Paramedics, Nurses, Medical Students and Nursing Associates on placements. 	
<p>Care Quality Commission</p> <ul style="list-style-type: none"> • No further planned inspections at present and new monthly checks by CQC have not caused us to receive any communication so far. 	
<p>Failure to Attend Appointments</p> <ul style="list-style-type: none"> • Between 1st June and 31st August 2021 we have had 351 DNA's. 212 from Heckington and 139 from Sleaford. 	
<p>Complaints and Compliments</p> <ul style="list-style-type: none"> • No complaints were discussed at this meeting 	
<p>Federation/CCG</p> <ul style="list-style-type: none"> • The Practice Manager and Partners updated all present on everything that is being provided at present by the Federation / PCN: <ol style="list-style-type: none"> 1. Extended Access 2. Care Co-ordinator 3. Clinical Pharmacist 4. Electronic Consulting 5. Electronic Prescribing 6. Social Prescribing 7. Paramedics 	
<p>Any Other Business</p> <ul style="list-style-type: none"> • The Chair thanked the Practice and everyone present • Maurice asked if we had been informed of any 106 Funds. Marcus advised that during his time quite a few had been applied for and he would chase as some should now be due. • Jenner asked if we would consider the photo board of staff across the 2 sites. Dr Shrouder agreed to discuss with all staff at next Practice Meeting. • Dr Shrouder mentioned that we are doing a Breast Cancer Awareness day for charity. Nurses and Dispensary staff are doing a mile a day and we are holding a Pink Day on 22nd October with raffle and cakes etc. Dr Shrouder is also dying his hair pink in aid of it all. • The Chair asked if SMG still provide Minor Injuries etc which Marcus confirmed. 	
<p>Date of Next Meeting</p> <ul style="list-style-type: none"> • The Chair thanked everyone for coming to what has been a useful meeting and giving up their time to support the group. • The next meeting will be 8th December 2021 with Festive Nibbles. 	Practice Manager

M C Griffen

Practice Manager