PRACTICE PARTICIPATION GROUP

**MINUTES OF MEETING HELD 9th March 2022**

Present:

Staff: Angela Allenby, Dr George, Nurse Clare Garner

Patients: Chairman BJE, JE, JC, BB,

Chairman BJE opened the meeting

Apologies: SB, AB, SL, JB, HS, JH

**Minutes from last meeting**

Minutes approved by the PPG as a true record.

**Matters Arising:**

None

**Practice Report:**

**Staffing Changes since last Meeting (Dec 19 due to Covid Pandemic)**

Dr Samad resigned as practice partner in September 2020.

Practice is now CQC registered sole provider with Dr George as the owner/registered manager.

Practice has regular sessional GP’s in place:

Dr Uwechue has been covering Wednesday mornings for last 2 years however he has now taken a partnership in Grimsby so from April 22 will no longer be able to regularly cover.

Dr Sethi has been covering all day on Thursdays since September 20 and is continuing to do so.

Dr Mirza started from March 22 to cover all day on Fridays as permanent and ad-hoc sessions where required.

Dr Pandor covers 2 remote clinics per week and supports Dr George with script signing/queries.

Nurse practitioner Tracey has been in post since Jan 21 however has recently given notice as she lives in Grimsby and has taken a PCN post there so her last day with practice will be 8.4.22. She has agreed however to cover two Wednesdays per month all day from 6.4.22. The practice has advertised for another Nurse practitioner this week.

We have a new pharmacist (Oliver) working 5 hours per week (sometimes more) who is helping with drug monitoring/audits/medication reviews.

We had a new Care-coordinator who started in January (full-time, Sue) who is working out really well. She is learning all aspects of reception, admin etc for first couple of months but then will be helping with patient care (coordinating clinics/contacting hard to reach patients). This has been a huge help due to staff sickness/isolating staff.

Nurse Clare is back from longterm sickness which is really good news (for her and us). We are now catching up on the Asthma/COPD reviews.

Pharmacy technician has started for few hours per week also to work remotely to support Dr George and is being mentored by Oliver.

**Security Funding**

CCTV has been fitted last weekend to improve security along with a new fence and gate. The CCTV is on all day but only records from 8pm to 7am when the surgery is closed. Dr George and Angela have an app on their phones so they can monitor it and be aware of any intrusions. We are hoping the fence and gate stops people at night bunking down and throwing rubbish about also staff are not on view when locking up etc. The practice received some funding for this and also some personal alarms for home visits.

**Covid Vaccinations**

Practice is waiting for confirmation on whether they will be vaccinating at the Care Homes and Home visit pts. Over 75’s for the Spring Booster will be done at the Vaccinations Centres but hopefully the Autumn Booster will done at the practice.

**ERD**

We are currently in the process of getting Electronic Repeat Dispensing (ERD) up and running. This means that some appropriate stable patients can be given a repeat script via the pharmacy for 6/12months at a time (they can only collect it once a month). Patients will need to have had a medication review and routine bloods checked but potentially would reduce calls to the surgery which will improve patient care and ease up the telephone lines for more urgent calls.

**PCN**

We also are turning the upstairs Meeting Room into an admin room with four work stations. This will enable our PCN (West) to use this to free up rooms in their own surgeries. As we are being pushed to employ more staff over the PCN rather than individual practice this provides more flexibility to do this. Surgeries are struggling to find space for the extra staff and Oswald Road does have spare office space upstairs.

**Any other business**

* Dr Raha who served as a much loved and respected **General Practitioner** in our surgery for over 40yrs passed away on the morning of 24th February 2022. May he rest in peace. The funeral is on Friday 18th March at 12pm at the Crematorium. The funeral procession will pass the surgery just after 11.30am and staff will stand outside as a mark of respect whilst it passes; patients are welcome to do this also.
* New cleaning regulations are coming into force from April 22 and need to be in place for November 22. Angela has attended a webinar however the CCG have said not to pay for any extra services at the moment until they review what needs to be done. In the meantime, infection control will come round all the practices for an inspection and action plan. The new regulations mean there will be more paperwork to fill out, internal and external audit needs to be in place and a rating will be given which needs to be displayed in the practice and on the website. In the interim the practice has arranged for a clinical room deep clean each week in preparation.
* Discussed the times of the PPG meeting going forward and agreed that future meetings will be at 11am.

No other business – meeting closed.

**Next meeting will be held on Thursday 9th June 2022 at 11am.**

**(Future meetings planned: 8th September, 8th December 22)**

**The Patient Participation Group at The Oswald Road Medical Centre welcomes new members to join their meetings. Please inform the reception if you would like to attend the meetings.**