

Minutes from Patient Participation Group held on Thursday 27th February at The Lakes Practice

Present : Derek Worthy, Timothy Hodges, Mark Plenderleith, Jayne Edwards and Jenni McCreddie (admin)

Apologies: Heather Heron, Anne Houlston, Gill Slessor, Maggie Richens, Pam Head, Roz Niedt, Brian and Anne Marr and Josephine Banks

Purpose of the meeting

- The aim of the meeting was to discuss the review of the draft questionnaire.
- Derek informed the group that he had visited the practice twice within the past week and noticed that the questionnaires had not been left. Jayne will look into and ensure Reception leave copies on both the waiting room chairs and on the Reception desk itself

Survey

- Jayne reported that that the practice had received 52 completed surveys so far from the surveys being left in the reception area. The survey is also on the practice website and we are monitoring this for responses.
- We would like to aim for approximately 300 surveys (3% of practice population) to be returned to the Practice.
- It was again discussed that the Patient Participation Group organise a “rota” to enable themselves to circulate the waiting areas at the practice to approach other patients to complete the questionnaire and to also generate awareness about the Group.

Patient Participation Group educational event

- It was discussed whether the group should organise another educational event following good attendance from previous events
- Birbeck would be interested in doing a joint event with the group
- The group decided to add a further question to the questionnaire to ask patients what areas of health they would be interested in attending an event for. The question that will be added is **“Is there any educational event that you would be most interested in attending?”**
- Patients will then be offered 4 areas of health that they would like to discuss and then the group will collate the information and decide the topic

- This will also give the Patient Participation Group opportunities to generate interest to the wider patient population.
- Jenni will attach the questionnaire to the mailing list for the group and will ask you all to complete the questionnaire. This can be done by using the Practice website which will be sent to you all as a link. Responses will be anonymous.

NEXT MEETING – Thursday 27th March at 7pm at The Lakes Practice