

**THE VALLEYS MEDICAL PARTNERSHIP PPG**

Date: **Tuesday April 11th 2019**

Venue: **Gosforth Valley Medical Practice, Dronfield Woodhouse S188UE**

**1. Attendance & Apologies**

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| **Present:**  Glyn Jones (Chair)  Howard Mills (Minutes)  Sarah Bond  Ryan Bond  Pat Boyle  Mary Milner  John Hutchinson  John Needham  Wendy Jones  Shelley Hinson  Evelyn Kirby  Mike Kirby  Stuart Tilley (Practice Manager)  Dr Vikas Gupta (Partner) | **Apologies:**  Jenny Mills  Jean Jackson  Helen lane  Mike Simms |

1. **Chairman's Welcome and Apologies received**

Glyn Jones welcomed attenders. Ryan Bond was welcomed to his first meeting following his marriage to Sarah.

1. **Minutes of Previous Meetings**

The minutes of the previous meetings on January 22nd 2019 (Moss Valley) and February 12th 2019 (Gosforth Valley) were accepted as an accurate record.

It was noted that there was support for combining the two PPGs, and those present at the April 11th meeting supported this unanimously. Thus this meeting (April 11th 2019) becomes the first meeting of ‘The Valleys PPG’. PPGs will be held alternately at the Gosforth Valley and Moss Valley sites.

1. **Matters arising from previous minutes**
2. **Missed Appointments**

This has been a long standing issue, and a pilot has been running at the Gosforth Valley site to establish whether the procedures taken impacted on ‘fail to attend’ rates. It was not extended to Moss Valley during this period as it seemed sensible to test out at the smaller site (Gosforth Valley), before committing the additional resources which would have been required at Moss Valley.

Stuart Tilley presented the evidence from 2 5 month periods. In the first, the average number of DNAs (did not attend) was 55 per month and in the second, it had risen to 63. However, during the second period, significantly more appointments were offered, principally because of the presence of more Registrars. Most DNAs are ‘one time only’ and the number of people who DNA on multiple occasions is small, and these tend to be people with multiple and complex needs. Overall the number of DNAs is quite low.

Therefore it was agreed it was not a good use of admin resources to either a) extend the ‘standard letter’ procedure to Moss Valley or b) continue with the pilot at Gosforth Valley.

**b.Newsletter**

The Spring / Summer Newsletter picks up on issues highlighted in the Patient Survey, as well as some topical health tips. The deadline for copy (to Admin Managers at either site) for the next newsletter is August 1st. The intention is to produce it 4 times per year.

**c. Communications Group**

See appendix 1 for notes of meeting. The priorities are to widen PPG membership and get information out to a wider range of people.

1. **Practice Update**

Stuart Tilley’s full report is attached. Issues of particular importance are highlighted below:

1. **Staffing**

Susan Airns is leaving in the summer and will be replaced by Charlotte Helley. The Registrar situation is looking much healthier

**b.Primary Care Networks**

This is a new and significant development. Primary Care Networks (PCN) will in all likelihood be the conduit for new funding initiatives in the future, rather than individual GP Practices. This is part of the NHS 5 Year Plan. So increasingly, Practices will be working together to provide services. The first steps will be taken in this year (19-20).

**5. Future Speakers / Issues**

Suggestions include:

* The role of the Pharmacist in General Practice.
* Out of Hours Service
* Nutrition
* Social Prescribing

It will be necessary to determine what fits with PPG and what would be better covered via a health information session.

**6. Any Other Business**

**a. Great Dronfield Get Together**

Shelley Hinson advised that this was scheduled for October and will keep PPG updated.

**7. PPG Network**

The next meeting is scheduled for July 25th 2019 (09.30) - venue to be confirmed.

**8. Future Meetings**

There will be 5 meetings each year and these will alternate between the two sites.The next meeting is on Tuesday June 25th (18.30) at the Moss Valley site.

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