**PRG Meeting Notes Tuesday 23rd October 2018**

Present:

Paul Stephens Patient Representative (Chairman)

Angela Marwood Practice Manager

Kate Lamb Assistant Practice Manager

**Apologies**

Rianne Norton

**Presentation**

The meeting welcomed Chris Hunton who is working with Wakefield Alliance following a successful pilot of targeted health checks to signpost patients with potential early stage lung cancer.

He delivered a presentation to the group highlighting their work with Public Health and Wakefield CCG and working in 4 GP practices in this area, ours being one of them.

The aim of the service is to capture lung cancer diagnoses at an earlier stage where there are more successful treatment options.

Patients aged 55 to 79 will receive a letter asking their smoking status. Smokers or ex-smokers will then be invited for a health-check and using a risk based scoring system some patients will be onward referred for further testing (CT Scan).

As part of this scheme, patients can be sign-posted to smoking cessation services but this is patient choice.

The project has worked with the Public Health and the CCG to ensure other services will have the capacity for patients who need further tests or treatment to ensure a speedy care pathway.

The project will run until around September /October 2019 with an expected 4,000 patients having health-checks and around 60 patients to receive ongoing tests.

It was confirmed that funding has come from Yorkshire & Harrogate Cancer Alliance through the CCG and these funds cannot be removed.

The meeting thanked Chris and he left leaflets and cards for information.

**Action points from Previous Meeting**

**Medicines Management Money**

In response to the Action Point from the previous meeting (see below)

**Action Point**

**Kate to contact the CCG to find out what happened to the money that we did not receive from Medicines Management**

Kate explained that she had not yet received an answer, but would be contacting Medicines Management and is hoping to have a response by the next meeting.

**Practice Update**

Angela updated the meeting that the X-Ray service has now completely ceased and the equipment de-commissioned. Murray, our radiographer had handed his notice in prior to the service ceasing and has gone on to a new job role working within an accreditation service for radiography and ultrasonography.

The ENT and gynaecology services are winding down and expected to finish completely by 16th November to ensure all of the patients have been seen and discharged where possible or signposted to other care providers for ongoing care.

A PRG member asked about minor surgery and it was confirmed that not all surgeries provide a minor surgery service but we have maintained at least one GP with this specialist training so are able to provide the service. We may look at a further clinician being trained to provide this ongoing service.

Angela confirmed Dr Ahmed is definitely joining us from 1st November and will be a welcome addition to the team working 8 sessions (4 days) per week.

Unfortunately we will be losing Dr Skipp after December as she has been offered a partnership with the other surgery she works for. She currently works term-time, one day a week for us.

We are still hopeful that Dr Meena will be joining us changing from her current locum status to salaried GP soon. We will still be keeping the locum Dr Nabi.

A PRG member asked about patients who do not attend (DNA) and how this can be reduced. It was confirmed that we send appointment booking confirmations and also send reminder texts the day before appointments. We also restrict booking in advance for GP’s and nurse practitioners as it has been found that patients DNA these as they may feel better but forget to cancel the appointment.

**Comments & Compliments**

The recent C&C’s were discussed and it was again mentioned that Kinsley waiting room is dark. This is still on the wish-list to decorate the waiting room.

There were several nice comments and thanks sent to staff including cards, flowers and chocolates which is really nice.

One comment made a suggestion to include information on our website that practice nurse appointments can be pre-booked and this amendment has been made to the site. It saves patients ringing at the busiest times trying to get an appointment that should be easy to book.

One final comment suggested we have a vending machine for drinks but this has been looked at before but is not a viable option. We do have cold drinks available to patients on request.

**AOB**

It was discussed that due to the short notice of the MacMillan cake sale done by staff recently, PRG members were unable to help but after discussions it was suggested that they could do something nearer Christmas and perhaps to tie in with the Xmas Jumper day held annually.

*Post meeting update – the Xmas Jumper day is Friday 14th December*

One PRG member asked about flu clinics and when the next walk-in clinic is being held. It was confirmed that there had already been one walk-in clinic and a further two appointment clinics booked this week.

Further dates are awaited as we are waiting for delivery of vaccines but dates will be advertised as soon as possible.

The chairman asked whether the pharmacy team were still intending to come to a PRG meeting to discuss their roles within the surgery.

**Action – Kate to invite pharmacy team to next PRG meeting**

**Next Meeting – Tuesday 4th December 2018**