

MUNRO MEDICAL CENTRE

Minutes of a meeting of the Patient Reference Core Group held on

Monday 11th November 2013 in the Practice Meeting Room

Present:- Chairman, Secretary and 4 members
2 management Members

Before the meeting started one member showed the award that had been received for services to carers.

Item

1 Chairman's Welcome

The Chairman opened the meeting thanked all present for attending; and advised the group that both the Chairman and the Secretary had attended a meeting with the Management Members and a report and discussion would follow later in the meeting.

2 Apologies for Absence and Secretary's Report

4 Apologies were received.

3 Minutes of the meetings held on September 9th 2013

Agreed and seconded

4 Matters Arising

Issues regarding EMAS were ongoing and the Practice Manager had not received any feedback to date. A member will propose that a point is put on the Agenda for the next CCG meeting.

The CQC guide had been circulated to all members.

The Practice Manager said the replacement for Dr Purbey is starting on December 2nd.

The replacement doors are in progress. The outer door will be a sliding type and the inner door will have a push pad or can be opened manually.

The re-painting of the car park lines is in progress and will be completed on a weekend when the car park is free.

The Chairman mentioned the voluntary car scheme for patients as a member had asked if somebody could come along to speak about it. The Practice Manager said there is a contact number for this service as it is not run by the practice. An invite will be given for somebody to talk about the scheme at a meeting next year.

5 Munro Medical Centre News

The Practice Manager advised the Newsletter Editor that items for the Winter Newsletter will be forwarded shortly.

The raffle on 'Flu injection days raised £1,164.00 which went to the practice equipment fund.

Three Registrars will be commencing on December 3rd on a four month term.

The Practice Manager reported on the discussions that had taken place in the meeting with the Assistant Practice Manager, the Chairman and Secretary. The Chairman was under the impression that the current core group was coming to

an end in December but it had been agreed at the outset that the members at that time would form a group until April 2014 to give time for the group to get established.

Current core group members will then be asked if they wish to remain in the group.

The wider group will be asked if they are interested in participating in the Core Group in the new year.

A Member asked if the doctors would give out a small carers assessment pack. The Practice Manager will try to make the doctors, secretaries, reception and nurses aware of the carers pack and give them out when necessary.

Dates for the meetings in 2014 are as follows:-

Monday January 13th.

Monday March 10th

Monday May 19th

Monday July 14th

Monday September 15th

Monday November 10th.

6 Winter Newsletter Ideas

Target date for early January publication.

The Assistant Practice Manager will send the Newsletter Editor missed appointment figures for inclusion. The Chairman will sort out any Healthwatch news.

7 Patient Survey 2013/14

The survey is still being 'pushed' and the final date for inclusion is Sunday November 17th.

Results will be collated and published in early 2014.

8 Any Other Business

The Chairman wished to advise the group that he has now become a director of Health Watch Lincolnshire. Projects will be on going with the intention of involving PPG's and PRG's.

A Member advised of an event at Weston on November 21st where there will be various groups from local services to advise on help for the elderly.

There being no further business the meeting closed at 7.20p.m.

9 Date and time of next meeting

MONDAY 13th January 2014 at 6.00p.m.

Chairman.....Date.....