

PPG M I N U T E S

Date, Time and Venue: Almondsbury Meeting Room
 Thursday 05 December 2019 @ 18.00pm

Attendees: Paula Miles (Practice Manager) - PM
 Clive Wiltshire (Chairman) - CW
 Hazel Dimambro (Secretary) - HD
 John Adams - JA
 Joan Davies - JD
 Deborah Davies - DD
 Pat Rayfield - PR
 David Rayfield - DR
 Dr Jenny Lockey (JL)

Item	Topic	Action
1.	Welcome / Introductions	
2.	Apologies Colin Williams-Lock, Tanya Andrews, Nina Tilton, Ed Vicary, Pat Hinton, Richard Spence	
3.	<p>Review of September Minutes and Actions</p> <p>Flu Clinic 12th October 2019 The Flu clinic went ahead as usual and was successful.</p> <p>Lich Gate and Other Local magazines A short article to advertise the PPG has been placed in the local magazines. Action complete.</p> <p>Almondsbury Surgery Traffic Issues CW has replied to Claire Kenward stating our position. Monitoring of the car park will continue. See Section 5a).</p> <p>Facebook / Social Media Action continuing. See section 6a)</p> <p>PM actions - covered in Section 4.</p>	

<p>4.</p>	<p>Practice Manager update to PPG 05.12.2019</p> <ul style="list-style-type: none"> a) A massive thank you to the PPG for help at the FLU clinic. We increased our numbers this year, vaccinating 489 patients. The Old School Hall has been reserved for 2020 already - Saturday 10th October 2020. b) Practice population has increased further to 5571. c) Welcome to Dr Keryl Johnson who joins us for 6 sessions per week; Monday, Tuesday and Wednesday. d) Dr Isabelle Nimmo has completed her four month F2 training with Almondsbury Surgery (3/12/19). e) Welcome to Dr Alice Holmes, ST2/3 (Specialist Trainee - GP). Alice started 4/12/19 and will be with Hanham Health for two years. Alice will undertake a two week induction where she will shadow regular GPs. She will then hold her own clinics from Monday 23rd December with full GP support. Alice will work four sessions per week; Monday, Tuesday AM, Wednesday PM (changing to Wednesday AM from late February). f) Improved Access / Extended Hours now available on Monday (Nurse slots), Tuesday (GP, HCA & Nurse slots) and Thursday (GP slots). g) Slots 'out of hours' may be available at other local GP surgeries for routine appointments only - unfortunately the system is not designed to offer urgent slots elsewhere. h) A survey from the CCG will follow shortly in an attempt to identify what patients actually want. i) GP bookings via Online Access are sometimes delayed due to the delivery of the GP rota from Hanham Health. j) Hanham Health provide primary healthcare services across three community surgeries (Hanham, Oldland Common and Almondsbury), in addition to medical services in five adult prisons, two youth secure units and the MOD. k) We believe that we have made huge progress at restoring continuity at Almondsbury. Dr Atherton and Dr Lockey are the partners with management responsibility at Almondsbury. Dr Faulkner, Dr Johnson and Dr Hendley are regular salaried GPs with sessions offered at Almondsbury surgery. Other GPs may be called upon to provide cover at other sites. See Section 10 below. l) 'Did not Attend' report produced on request for August which identified 46 missed appointments, resulting in almost 6.5hrs wasted clinician time. The numbers for the other months are Sept - 68, Oct - 52 and Nov – 55. This will need some work around clinic types if we decide this is an area we wish to tackle. For frequent non attendees, a letter is sent to the patient. m) The PPG invite to view the new facilities to follow - 16/1/2020. n) Families in Focus is a multi-agency partnership set up to deliver the national Troubled Families Initiative in South Gloucestershire. We have received an email with a patient survey on "Views on Youth Violence". Would the PPG like to get involved in the initiative; cascading surveys? o) Congratulations to Dr Jenny Lockey who is expecting a baby in May 2020. <p>Wishing you a very Merry Christmas and Happy New Year!</p>	
<p>5.</p>	<p>Almondsbury Surgery Traffic Issues</p> <ul style="list-style-type: none"> a) Car Parking - This continues to be an ongoing problem. There have currently been no complaints however there will be another survey in January when the schools are back in session. 	<p>JD</p>

6.	<p>General Topics</p> <p>a) Facebook / Social Media - the framework for Facebook has been set up and it is ready for topics to be uploaded such as the minutes of the PPG meeting. This topic will be monitored.</p> <p>b) New Surgery Brochure - PM will review the document and update it.</p> <p>c) PPG Focus Group -The next meeting is on the 25th February at Bradley Stoke Community Centre. HD is on holiday so PR and/or DR will attend in her place. CW receives all paperwork from the PPG focus group and will ensure the relevant documents are distributed whilst HD is away.</p> <p>d) People not turning up for appointments, see section 4 (l). - This is being monitored by PM. CW will contact PM with a view to putting something in the local magazine. This may be an area for further investigation.</p> <p>e) Families in Focus - "Views on Youth Violence", section 4(n). Is this a topic where the PPG would like involvement? This should be discussed at the next PPG meeting in March.</p> <p>f) Official opening of the minor surgery suite, section 4(m). The PPG will have a tour on the 16th January 2020. Many questions have already been asked by the village patients as to what has been happening at the surgery. Both JD and DD expressed their concern that the patients be informed and not forgotten.</p>	<p>PM</p> <p>PR / DR</p> <p>CW</p> <p>All</p> <p>PM/ JD / DD</p>
7.	<p>Questions for Doctors attending - a general question and answer session with Dr Lockey.</p> <p>Some discussion involved Primary Care Networks (PCNs). These are a key part of the NHS Long Term Plan, with general practices being a part of a network, typically covering 30,000-50,000 patients. The networks will provide the structure and funding for services to be developed locally, in response to the needs of the patients they serve. Each network will be led by a named accountable Clinical Director.</p> <p>Primary care networks (PCNs) will eventually be required to deliver a set of seven national service specifications. Five will start by April 2020: structured medication reviews, enhanced health in care homes, anticipatory care (with community services), personalised care and supporting early cancer diagnosis. The remaining two will start by 2021: cardiovascular disease case-finding and locally agreed action to tackle inequalities. Primary care networks have the potential to benefit patients by offering improved access and extending the range of services available to them, and by helping to integrate primary care with wider health and community services.</p>	
8.	<p>Meeting Dates for 2019</p> <p>Next PPG meeting - 12th March 2020 - 6:00pm to 7:30pm Meeting Room</p> <p>Flu Clinic Booked - 10th October 2020 - 9:00am to 12:00noon</p> <p>PPG Forum Dates - 25th February 2020 - Bradley Stoke CC</p> <p>9th June 2020 - Bradley Stoke CC</p> <p>6th October 2020 - Bradley Stoke CC</p>	
9.	<p>AOB</p> <p>a) GP Bookings Online Access - A question was raised as to why the online access to GP bookings only covered a short period of time. PM replied that access is sometimes delayed due to the delivery of the GP rota from Hanham Health. Both Dr. Lockey and Dr. Atherton are based mainly at Almondsbury. See section 4(i) and section 10.</p> <p>b) PM said that now there is a permanent meeting room we could hold meetings at times other than Thursdays at 6pm. She asked if anyone had a view. It was decided to hold the next meeting as usual but discuss it further when we have more members present.</p> <p>c) HD will be on holiday from the 3rd February until 12th April 2020.</p>	<p>All</p>

<p>10.</p>	<p>Doctors Availability</p> <p>As stated in section 4 Hanham Health provide primary healthcare services across three community surgeries (Hanham, Oldland Common and Almondsbury), in addition to medical services in five adult prisons, two youth secure units and the MOD.</p> <p>Dr Atherton works 8 sessions across four days; Monday, Tuesday, Thursday, Friday. Dr Lockey works 6 sessions across three days; Monday, Tuesday, Thursday. <i>Both Drs Atherton and Lockey may be called upon to provide cover at other sites as required.</i></p> <p>Dr Faulkner works 5 sessions across three days, Monday, Wednesday (AM only), Thursday. Dr Johnson works 6 sessions across three days, Monday, Tuesday, Wednesday.</p> <p>Dr Hendley works 6 sessions across three days; Wednesday, Thursday, Friday. <i>Dr Hendley may be called upon to provide cover to the prisons as required.</i></p> <p>In addition to the above GPs, we have regular cover provided by Dr Hayes, Dr Taylor, Dr Aderogba, Dr Fay, Dr Male and Dr Ayers.</p>	
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