

Patient Participation Group Meeting
Monday 26th July 2021– 5.30 pm
Via Microsoft Teams

Agenda & Minutes

1. Minutes of previous meeting
As the date of our last meeting was 27.1.2020 these are now out of date so not discussed in detail.
2. Practice Update re COVID 19
The Practice is still working to the nationally agreed Standard Operating Procedure (SOP) and asking patients to wear masks and maintain social distance when in the Practice. We are still operating a total triage appointment system for Doctor appointments due to the rise in the number of COVID case, However, we are seeing patients face to face when needed. Following the meeting I have reviewed the number of patients seen, face to face, by a Doctor on Monday 26th July and this was 68.
We discussed the options available to patients when trying to book an appointment. In addition to booking via telephone patients have the option of using eConsult. This system can be used for both administrative and clinical purposes. Information is entered by the patient and the data flows into our clinical system. From this information the Practice responds in the agreed time frame. This is dependant of the query submitted.
3. Flu and COVID Vaccinations Autumn 2021
As a Practice we are planning on signing up to deliver COVID booster vaccinations as well as seasonal flu. Due to uncertainty as to when the booster programme will commence, we have made the decision to plan our flu clinics and start to issue invites in the very near future. We will be sending texts to patients where we have a mobile number inviting them to book their appointments. This will be via a link so as not to overwhelm our telephone lines. Patients without a mobile phone registered will be sent a letter inviting them to book.
4. Publicising the PPG
Ideas discussed around how we can publicise the PPG to try and gain more members. We discussed the following ideas:
Screen message on the call boards at Garforth
Practice website
Practice Facebook page – Practice to include in our next blog
Local clergy
Local Facebook page (information sites)

PCN PPG – to create a common message across all Surgeries to try and increase members. Email sent to PCN PPG Lead to add to the agenda for the next meeting

5. Aberford Surgery

The Practice have submitted a request to Leeds CCG to close Jessamine Cottage Surgery. The over-riding reason is patient safety. We have known for several years that the building is not fit for a modern-day GP practice. This has been magnified by COVID and patients have not been seen at the Surgery since March 2020. In March we closed the building completely due to infection control concerns. In September 2020 we re-opened the doors to allow patients to order and collect their medication. In the current climate even this has risks as the waiting area is so small.

To mitigate the clinical sessions that would be lost at Aberford the Practice is planning on increasing the opening hours at Barwick Surgery. This would mean a reduced closure at lunchtime and opening on a Tuesday afternoon. The request will be discussed by the CCG on 4th August. If approval is given, then the next steps would be to go out to public engagement.

This engagement will last for 4 weeks. We will write to every household in Aberford, that has a patient registered with the Practice. In addition, we will publicise the engagement with patients of Barwick and Garforth via text message and social media. We will have paper copies of the survey available in the surgeries for patients to collect.

Once this engagement period ends, we will collate a report that will be submitted to the CCG for further consideration.

Agreed to forward a copy of the draft Engagement Plan to those present for review.

6. Any other business

None