

## Minutes of PPG meeting 5th June 2019

Present: K.Baker G.Pungenti P.Holowyczki

Apologies: P.Horner G.Horner

The minutes of the last meeting were approved by KB & PH, and signed as a true copy.

PH advised that the IHC website has now been fully updated by KB and shows out of hours, and DMC day clinic bus locations and times. PPG minutes for the past 6 months are also shown and will be uploaded by KB on a regular basis. DNA figures are also shown and are broken down into hours wasted for clinical staff, and doctors which is very comprehensive.

KB explained that text messaging is sent to patients advising of appointments, but if 3 or more appointments are missed, a letter is sent advising if another appointment is missed, the patient may be removed from the surgery and will have to register elsewhere.

Donations for the Blood Pressure machine has reached approx £65.00 KB advised that donations are still trickling in. GP & PH are to publicise the need for more donations (Face Book - Iwade Chatter - PPG website)

GP asked KB re donations for the BP machine from DMC, KB advised that there will be money available for this. The question of the difference in cost of the machine was explained by KB as the original BP machine is no longer available, so a more advanced model with print out will be purchased app cost £1500.00

First Aid course applicants number 10 at present, but due to Health & Safety advice these cannot be held in the evening because of clinical hazards etc, so courses will be held when surgery is closed in afternoon for training. Possible dates are mid July. GP to advise applicants when date is available from KB.

A Cake & Cupcake day has been arranged for 13th June, times 10am - 12noon 2.30pm - 4.30pm at IHC GP & PH to advertise this on social media & website. Any cake donations are welcome PPG members to attend if available.

Debbie Warner is progressing an open day with Tea & Coffee and will advise dates.

KB is ready to print signposting leaflets and is awaiting HP to send template. GP has spoken to HP re this.

DNA figures May: 76 - 5 lost GP hours, 1.5 hrs lost to ANP, 3.45 hrs Practice nurse. These figures are updated on IHC website by KB.

PH suggested that PPG have a table at the Iwade monthly market to promote IHC, & show our face. GP to investigate with organiser.

GP has e-mailed Roger Clarke & other new council members for a meeting with KB and PPG members, awaiting reply. Car parking extension discussion can also take place with them, as Persimmon & SBC ( as was) have not responded.

It was noted a new PPG member will shortly join and look forward to meeting her. KB advised that Sarah Hitchen has left DMC.

