

Academy Medical Centre Patient Participation Group

Notes of Meeting held on Tuesday 13th June, 2017

In attendance: Diane Meek Practice Manager

1. Welcome & Apologies – Jack Ballard chaired the meeting in Marion's absence.

Apologies received from Dr Caroline Thomas, Marion Fenwick, Margaret Forbes, Linda Spence, Dale MacDonald, Gordon Peterkin and Ann Watt.

2. Notes of meeting held on Tuesday 9th May 2017

Approved as accurate.

3. Matters arising from the notes not on the agenda –

- a) Jack's disclosure has come through.
- b) No update on Sunday chemist opening.
- c) A new picture was suggested for the PPG (leaflet 12) and a few suggestions on the format of text.
- d) Tesco funding application – too late for this year's application, but a few suggestions around future applications. A larger TV information screen and water cooler for the waiting room were suggested.

4. Treasurers report

Current Balance of account stands at £514.43p

5. Service delivery Update

Diane reported that it is the beginning of holiday period – 1 GP down at the moment, other teams have covered patients, but locum cover will be sought.

6. GP /Pharmacy Liaison

Jack suggested to the group that he set up meetings with the pharmacies to keep up the momentum on the Sunday opening. The group thought this was a good idea and Jack to go ahead with the meetings.

7. Practice/Community Development Worker

Ashley has produced a summary report on the data collected from July 2016 – March 2017. The full report will be completed and distributed by July 2017

8. Academy PPG/ patient surveys

It was decided to have a short working group meeting to look at the patient survey. This will take place Thursday 22nd June 1.30pm at the practice.

9. News from the Practice – No news from the practice

10. Publicity and web site – Summer newsletter out and on display at the front desk.

11. AOCB

- A note about returning unused medication has been put into the bereavement pack
- PPG member photos all updated
- Coffee morning tickets – Gordon and Muriel to liaise around printing and production of tickets. Tickets to go on sale at the front desk and to any PPG member who wants them.
- Raised awareness of the Garden Project where citizens and visitors to Forfar can benefit from a quiet space. Open every day.
- Muriel or Gordon has volunteered to attend the next pre-agenda meeting with Diane.

13. Date and time of next meeting – Tuesday 8TH August 2017 at 5.30pm