

## Academy Medical Centre Patient Participation Group

### Notes of Meeting held on Tuesday 12<sup>th</sup> December 2017

In attendance from the practice Diane Meek

#### **1 Welcome & Apologies**

Apologies received from Muriel Fairley, Margaret Forbes, Mary Hardy and Gordon Peterkin

#### **2. Presentation from David Sutton Department of Medical Physics, Ninewells Hospital.**

David gave a very informative talk about the new regulations informing patients on the benefits and risks of exposure to Ionising Radiation whilst having an X-ray , or CT scan Diagnostic procedure. He has produced a few posters and wanted comments from the PPG on their design and layout.

#### **3. Notes of meeting held on Tuesday 14<sup>th</sup> November 2017**

Were read and approved

#### **4. Matters arising from the notes not on the agenda**

- a) GP poster – updated with new text
- b) APPG Survey – No update
- c) No response from Forfar Academy inviting students to participate within the PPG

#### **5. Treasurers report**

The current balance of account stands at £601.62p.

#### **6. Service delivery Update**

No Update

#### **7. PPG Annual Review**

- a) Marion distributed the Chair's annual report
- b) Gordon produced the annual accounts
- c) Terms of reference have been updated
- d) Election of Chairperson - Election of Libby Souter as new Chairperson proposed by Gordon Sneddon and seconded by Dale McDonald
- e) Election of New Secretary – Marion Fenwick proposed by Gordon Sneddon and seconded by Molly Anderson
- d) Election of Treasurer – Gordon Sneddon proposed by Anne Watt and seconded by Dale McDonald

2.

**8. Recruitment of information desk & pod volunteers**

Carried forward to next meeting

**9. New from the Practice**

No practice news

**10. Publicity and web site**

Website up to date

**11. No AOCB**

**12. Date and time of next meeting – Tuesday 9<sup>TH</sup> January 2018 5.30pm**