

## **Bedminster Family Practice**

### **Patient Participant Group Meeting**

**2.30pm Thursday 2<sup>nd</sup> May 2024**

#### **Attendees**

Pauline Glynn (PG)

Sue Marshall (SM)

Cynthia Palmer (CP)

Denise Draper (DD)

#### **Apologies**

Paula Casling (PG)

Cheryl Bishop-Wells (CB-W)

Lorna Allsop (LA)

Fran De'Ath (FD'A)

Rob Hawkins (RH)

Aidan Reynolds (AR)

Stuart Banks (SB)

#### **Welcome**

PG welcomed those present and new member CP.

#### **2 Consideration of Fixed Agenda Items**

After discussion it was agreed that fixed agenda items would be kept to a minimum and would be as follows:

Minutes of Previous Meeting

Report from PPG member attending PPG Forum Meetings (see further information below)

Practice Update – to include Staff update, Attendance Numbers to include no shows, other relevant statistics, Government Initiatives. This latter topic is important due to the impact it has on Practice resources.

Any Other Business (AOB)

#### **3 Constitution**

SM recollected that the Draft Constitution circulated with the Agenda had been approved at the last meeting of the previous PPG in October 2019, prior to Lock Down. Those present today agreed that the draft should be adopted subject the following amendments:

Re Clause 2.1.3 – questions were raised as to how the PPG could encourage patients to take greater responsibility for their own & their family's health. It was agreed that this would be discussed as and when various initiatives arose.

Clause 3.2.2 - delete reference to the Virtual Patient Participation Group (VPPG) but include the option for members of the group to attend meetings virtually. The thinking behind this amendment is that there is no current record of members of the VPPG.

Clause 4.2.1 - meeting dates would be held quarterly with dates agreed at the end of each meeting.

#### **4 AOB**

##### **1 Practice Update:**

##### **Staffing**

Dr Juttner has stepped down to become a salaried GP.

Ali Tarighi (Practice Pharmacist) has joined as a non GP Partner

Dr Jenkinson has now qualified as a GP.

Dr Bonnes is now permanent

Dr May and Dr Adil are currently Registrars

Sue Ashford retired on 1<sup>st</sup> May 2024. She may do some consulting work once a quarter. Following her retirement there would be a reorganisation of the management positions which will now be Practice Manager (DD) Deputy Manager (Jess Weeks).

Reception Manager Jackie.

There are difficulties recruiting members of the Navigation Team who are being subjected to an increasing amount of abuse from patients.

There is a vacancy for a Mental Health Nurse.

##### **Government Initiatives:**

- There is a push on Measles/MMR vaccinations. Numbers are on the increase although there had been no reported cases in our area
- Covid is on the rise again.
- The local Disability Forum invited DD to speak to their members explaining the Klinik system.
- Numbers of people not attending appointments is on the increase, currently running at 250 per month. Patients are being contacted.
- The Practice list is currently running at 13,500 patients.

## **2 Phlebotomist Appointments**

SM raised concern about difficulty in getting an appointment. DD said that although the Practice was struggling with the availability of clinical rooms she was not aware of any problems. Priority has to be given to particular types of blood test appointments e.g. fasting or INR testing. There are 3 General Practice Assistants and a Phlebotomist so there should be no problem covering patient demand.

## **3 PPG Forum**

PC had volunteered to represent the BFP PPG at Forum meetings. PG will contact her to confirm.

## **4 Agenda item for next meeting**

A member of staff will attend for 15 minutes

## **Date of next Meeting**

To avoid the summer holidays the next meeting will be held on 26<sup>th</sup> September 2024 at 16.30 ending at 18.30. Those unable to make the start of the meeting are invited to join by Teams if more convenient and DD will send the link. Thereafter it is anticipated that meetings will be on a quarterly basis.