



FOREST HEALTH GROUP - PATIENT GROUP

Minutes of the meeting held Monday 8th July 2019

Present: Isabel (Chair), Ray, Laura, Mel, Barbara, Jean, Tania, Marlene

	Action
1. Welcome and Apologies	
Those present were welcomed by Isabel. Apology was received from Gill. No representative of the Doctors was present, owing to illness and unforeseen circumstances.	
2. Minutes of the last meeting were agreed.	
3. Matters arising from previous minutes	
The Dermatology facility, with Doctors Parkinson and Syed, is set up and will be starting shortly.	
There has been good feedback on Jason/new pharmaceutical service .	
Isabel advised that progress is being made on the Sharps problem, and is keeping Peter in the picture. <i>Note:</i> Since the meeting, Isabel has advised that the Minutes of the meeting re Sharps have been published, with the relevant paragraph being: 'A new proposal for the collection and disposal of Sharps within the Borough was currently being worked on, but a permit from the Environment Agency was required. It is anticipated that the Environment Agency might take 3-6 months to issue the permit.' A further update will be provided in due course.	Isabel
4. CQC Inspection	
Mel advised that the report is running behind, but that comments on the draft have been made, and the results are awaited. The report will be published as soon as it is received.	Melanie
5. Event - Mental Health (September 2019)	
It has been agreed that this event is to be entitled 'Emotional Wellbeing' or 'Anxiety and Emotional Wellbeing'. Rachel has volunteered to be joint lead.	
Laura advised that a piece on Mental Health by Doctor Kittel has recently been sent to his circulation list.	
A date for the event should be agreed as soon as possible so that it can be diaried by all concerned, and a hall can be booked.	Melanie/All

A meeting is also needed during August - so that plans, including pre-publicity, for the event can be put in place. Melanie will check availability of those involved.	Melanie/All
6. Autumn Newsletter (September)	
Ray and Melanie will hold a planning meeting in early August - and an editorial plan will be produced.	Mel/Ray
<p>Previous suggestions for the Newsletter included an update on the merger, the CQC results, details of the Mental Health Event and the Flu Clinic dates. Melanie will also advise Ray of any other practice notices, and approach the Doctors for articles (250 words maximum, plus illustrations).</p> <p>The new askmyGP service (see below) will need to feature on the front page of the Newsletter. 200 words will be required, to describe how it works - plus the logo. Ray will contact Matt to discuss methods of online/social media distribution for the Newsletter. All information for the Newsletter will need to be available to Ray and Ted by Friday 30th August.</p>	Mel/Ray
7. New askmyGP service	
<p>Melanie provided a leaflet on the new (semi triage) askmyGP online service, which helps free up GP time. It is necessary for all patients to register. Patients requiring appointments will also need to do so via this service. Tania also advised that parents/guardians/carers can now use Patient Access on behalf of their loved ones - but must be pre-registered.</p>	
8. Patient Assembly	
<p>Ray, Laura and Ted attended the 28th March Patient Assembly, and reported on it at the last PPG Meeting. A new Chair and Vice Chair to be voted in at the 18th July Meeting. Ray will not be able to attend, but it is hoped that Laura and Ted will be there, and will be able to report back in due course.</p>	Laura/Ted
9. Items for next Agenda	
All of the above.	
10. Any Other Business	
There was no further business.	

Date of Next Meeting/s

7.00pm on **Monday 16th September**, at the Sainsbury's site. Dates for future meetings to be discussed.