

# ELMHAM PATIENT PARTICIPATION GROUP

## MINUTES OF THE MEETING HELD ON THURSDAY 10<sup>th</sup> May 2018

**Present:** Chair - Roger Thorneley (RT), Secretary -Liz Waddy (LW),  
Ted Sansom (TS), Susan Brock (SB), Ken Walton (KW), Linda Rose (LR), John Mallen  
(JM)

**From the Practice:** Judith Wood (JW) Practice Manager

1. **Apologies for absence received from:** Gina Eames, Drs Carroll and Griffiths-Jones
2. **Minutes of the Last Meeting**  
Minutes of the last meeting held on March 8<sup>th</sup> 2018 were approved and signed.
3. **Matters Arising**
  - JW reported that Vanessa has been successfully acting up following her reduction in hours. A new Finance manager has been appointed.
  - Progress on the Social Prescribing Garden has slowed because of the increased workload. JW has contacted Rob Cooper at the CCG, Breckland Council and one of the allotment organisers.
  - The transition to SystmOne has gone reasonably smoothly and the system seems to be a significant improvement. Moving the medication details has been the biggest problem and had to be completed manually.
4. **Members' items**
  - LW presented a number of free booklets published by the Alzheimer's Society (including one on reducing your risk of developing dementia) which the group felt to be useful. **JW will check the surgery stock as the practice does produce dementia packs for newly diagnosed patients.**
  - LW has arranged for Kate Wyatt, one of the Care Home Nurses at the CCG to come and talk to the Group at the July meeting which will commence at 7pm to allow time for her presentation.
5. **Chair's Items**
  - JW discussed the proposed plan for 7 day access to Primary Care. This has to be in place by September 1<sup>st</sup> 2018 and the Mid-Norfolk practices will be working together to offer this service. They will be required to provide 24 and ½ extra hours per week across the Dereham area. The appointments will all be pre-bookable and will be conducted by both GPs and Nurses.
  - Difficulties over the provision of Social Care continue to impact upon the surgery.
6. **Practice Items**

- JW discussed that the surgery was currently offering extra appointments using some of the winter pressures money and these were all filled.
- Cancellation of outpatient appointments at the NNUH has not increased the surgery workload to date and there have been no new issues relating to early discharge of patients. The doctors have made no changes in their referrals to the hospital.
- JW confirmed that the difficulties with Social Care provision are on-going.
- Dr Victoria Lawrence has been recruited and will work on Tuesday and Friday.
- The practice has successfully tendered for Toftwood surgery and is trying to recruit a further salaried GP
- The General Data Protection Regulation will be in place from May 25<sup>th</sup> - the Practice is planning to approach patients opportunistically to seek appropriate permission to retain and update their details.

**7. Any Other Business**

None

**8. Date & Time of Next Meeting - Thursday July 12th 2018 at 7.30pm**