

Meeting Notes
Patient Participation Group (PPG) -
Preston Park Community Primary Care Network (PCN)
16/06/2021, via Zoom, 18:00 – 19:00

<p>Attendees David Bowden, Preston Park Surgery PPG (DB) Eve Castle, Beaconsfield Medical Practice PPG (HH) Henriette Hardiman, Beaconsfield Medical Practice PPG (HH) Ruth Hilton, Stanford Medical Centre PPG (RH) Katrina Miller, The Haven Practice PPG (KM) Dr Craig Milne, PCN Clinical Director, Preston Park Surgery (CM) Karina O'Neill, PCN Operational Manager – notes (KO) Cheryl Palmer, PCN Managerial Lead, Practice Manager, Stanford Medical Centre (CP) Mark Richardson, Chair of Preston Park Surgery PPG (MR)</p> <p>Not in attendance/apologies Alasdair Buchan, Stanford Medical Centre PPG (AB) Robert Hinton, Stanford Medical Centre PPG Mike Holdgate, Preston Park Surgery PPG (MH) Barbara Loman, Preston Park Surgery PPG (BL) Mo Marsh, Stanford Medical Centre PPG C J Starr, Beaconsfield Medical Practice PPG Chris Tredgold, Preston Park Surgery PPG (PPS) Wendy Twigger, Preston Park Surgery PPG Michael Whitty, Chair of Warmdene Surgery PPG (MW)</p>

Actions From 16 June 2021 Meeting	Allocated
1. KO to finalise TOR and email to the group.	KO
2. KO to liaise with Practice Managers to confirm interest in a PPG Recruitment Marketing Campaign.	KO

Notes
<p>1. Welcome and introductions CM welcomed everyone and members introduced themselves.</p>
<p>2. Actions from the previous meeting All actions completed; 1. PPG members to email KO if they're interested in helping to develop the PPG section of the PCN's website. <i>MR emailed KO to confirm interest.</i> 2. KO to present a draft TOR at the next meeting. Any existing examples can be emailed to KO. <i>Members emailed examples and KO to finalise the TOR at this meeting.</i></p>
<p>3. Update on Covid-19 vaccination programme CM provided an update on the programme; <ul style="list-style-type: none"> • Trials for a booster vaccination are underway via hospitals. The booster programme may involve the flu vaccine being provided at the same time as the Covid booster. </p>

- To date, over 90% of our patients who are 50 years and over have been vaccinated.
- As we have commissioned our health partner HERE to provide the vaccinations at the Brighton Racecourse this has meant that our practice staff do not need to be redeployed to work at the vaccination site ensuring our continued delivery of business as usual services. Some of our practice staff do work at the Racecourse vaccination site during their own time.
- Along with the Racecourse, the Brighton Centre has also been a successful vaccination site. Some of our patients have reported difficulty rescheduling appointments at the Brighton Centre when needed and we have provided feedback on this to the CCG.
- We are still providing vaccinations for our residential home and housebound patients as needed.
- There is also a Mobile Vaccination Unit in various locations each week.

4. Update on recent PCN developments:

(a) Workforce recruitment

The PCN now has four full time Pharmacists in post working across all five of our practices. We have one full time Pharmacy Technician based at Stanford Medical Centre and we're recruiting for three more Technicians to work across our other four practices.

The PCN has employed two full time Care Coordinators for our Care Home and Frailty Teams. We are also recruiting Advanced Nurse Practitioners for these teams this summer. The PCN launched a new Care Home Matron role, provided by SCFT in May. These teams will provide a holistic and proactive level of care to our residential home and other frail patients.

The PCN is also working with SPFT to develop a Mental Health Worker role.

(b) Branding and digital communication channels (website, social media)

The PCN has a new logo and has added an Instagram account to its social media channels. We have a growing membership across these channels which help to keep patients updated on GP Practice and other NHS services.

The group discussed access to digital records; all of our practices offer access to digital records i.e. NHS App. More information can be found here regarding patient records including opt out conditions; <https://www.nhs.uk/your-nhs-data-matters/>

5. Terms of Reference (TOR) and membership of this PPG

Draft TOR discussed and revisions agreed. KO to email final version to the group which will include reference to how meeting agenda and notes will be promoted and that PPG members will be included in service development and feedback where possible.

The group agreed that a PPG recruitment campaign would be useful to increase membership for practice PPG's and the PCN PPG. KO to liaise with Practice Managers to confirm interest for recruitment campaign.

6. Future meeting dates

- To be held at least quarterly and offered in person and via Zoom (dependent on social distancing regulations), KO to confirm dates.
- As the membership of this group increases, the PCN could offer day time meetings to offer more flexibility for those who cannot attend in the evening.

7. AOB

- Arrangements for Practice PPG Chairs: the PPG Chairs agreed to share their responsibilities in addition to chairing meetings with each other. PPG members can join the Brighton and Hove PPG Network where they can share good practice including Chair responsibilities. More information can be found on that network's website; <https://www.brightonandhoveppgnetwork.org/>
- Patients Know Best (PKB) update: our patients still have access to register for PKB. Patients can only view data from NHS services that have implemented PKB. Further roll out for other NHS services is planned.