

**Strand Patient Participation Group Meeting**

**Tuesday 14 May,2024**

**Minutes**

**Present:** Anne, Graeme, Alison, Julian, Anita, Shirley, Dr Craughan, Justin, Sarah

1. **Welcome**

Anita welcomed everyone to the meeting.

1. **Apologies**: Carol
2. **Minutes of last meeting**

These were approved.

1. **Matters arising not dealt with elsewhere**.

None

1. **Appointment of Chair**

Anita informed the committee that Norman had moved out of the area so is no longer Chair. Wendy had also resigned due to her husband’s ill health and additional work she is involved with. Anita volunteered to act as Chair until the AGM.

As we no longer fund raise it was decided to close our account and then we would no longer need a treasurer. Justin will contact Lloyds Bank about closing the account.

We also need to change our Constitution so that we state what would happen if someone resigns their post before the AGM.

We also need to increase the number of Committee Members. Anne will contact our local councillors to see if they are patients of the surgery and would be interested in joining the committee.

Justin will also add information on our page for the surgery newsletter to say that we are seeking a Chair and new committee members.

1. **Items for discussion**

What services are shared within the PCN:

The PCN is made up of Cornerways Surgery, Worthing Medical Group, Selden Surgery and the Strand Medical Group. Services shared include physiotherapists, Mental Health support and Well Being.

The organisation of PCNs is going to change.

How can we work with other PPGs within the PCN.

Difficulties because not all surgeries have established PPGs. We brought up this topic because we had been sent a Document: A Guide for PPGs working with their PCN to involve People and Communities, about working with PPGs within a PCN.

Annual checks and follow-up appointments.

The surgery had been unable to carry out the 5yr check-ups because of staff shortages but are starting to do them now. These are available elsewhere.

However, the system highlights patients due their annual check-up. These patients have a code for their particular condition on their records.

A member also asked if staff would contact a patient for a follow up appointment or would the patient. It would be easier for the patient to contact the surgery to ask for an appointment.

Klinik

* Anita asked why New Pond Row Surgery, Lancing, no longer used Klinik. Apparently, they did not prepare patients before the introduction to Klinik and there were problems.
* The system will be available from 7.30 til 6.00pm.
* The duty team will consist of 2 Clinicians and it is hoped that Klinik will open up capacity to do a better job.
* There is a free text box at the end of the form where a patient can explain their problem in more detail.

1. **Practice News**

Discussion about Klinik as above.

1. **AOB**

A member asked if GPs could ask Patients who suffer from different conditions, if they would consider joining the committee. Justin will add this to our contribution to the surgery newsletter.

1. **Date of next meeting**: 16 July and AGM on 10 September.