

MINUTES OF COMMITTEE MEETING

DATE: 15th FEBRUARY 2019

Attending: Susan McDonnell (SM) (in the Chair); Krishna Moorthy (KM); Jean Gaffin (JeG); Richard Driscoll (RD); John Gumpright (JG); Nila Patel (NP); Alison Ramsey (AR).

AGENDA

<u>ITEM</u>	<u>Action</u>
1. <u>Apologies</u> Tanya Midgen; Melina Krauze; Roz Jacobs; Dr. Hall.	
2. <u>Minutes of 14th DECEMBER 2018 & Actions arising</u> All outstanding actions were on the Agenda. The Minutes were approved.	
3. <u>Update of new Website and Patient Group Area</u> a) Discussion focused on the Practice Area (I.h.s). Several proposals for improvement were agreed, including: update to Practice Information; more prominence for the MPSG (SM to send text to RD & JG for consideration); more prominence for the Newsletter; better access to and sorting of AGM Minutes (KM to send to RD). KM explained the difficulty of changes to this area that required structural alterations: the Web designers are not keen to change their basic web structure. Nevertheless, KM will approach them again.	SM KM KM
b) RD & JG are arranging a web training session for Supporters so that they can then guide patients who want help.	JG/RD
4. <u>Update on Social Prescribing</u> a) AR reported that around 20 referrals had happened, but their nature was not known; she will check. It was felt that the GPs	AR

	could be more receptive towards the Contact & Inclusion SP than the others.	
	b) It was agreed that the proposed Prostate Cancer SP would be dropped (see below) and replaced by a 'Carers' SP. Apparently, Barnet Carers are seeking a monthly 'drop-in' event at Millway and it could be appropriate for Roz to liaise with them and consider merging.	RJ
	It was felt that Dementia carers should be treated differently from all other carers and, notwithstanding Alison Hibbard still operating her monthly drop-in sessions in the Surgery, JG and RJ will devise a questionnaire to find out what our Dementia carers would like from us.	JG/RJ
	c) It was felt that a better understanding of patients' wishes for the Diabetes SP might also be appropriate; indeed, the GPs need to know what is on offer. It was agreed that NP will liaise with Rohit and Ruth before they set up their proposed drop-in sessions. It would also be appropriate to liaise with the Practice Pharmacist on their pre-diabetes advice.	NP
	d) For the other SPs, JG will seek feedback at the Group meeting on 22 February.	JG
	e) It is important that the advice that our SPs give out is consistent with that provided by the many other NHS and charitable sources.	
	f) KM is waiting for feedback from Rotherham and Pinner on legal liability matters. It was suggested that Age UK be consulted.	KM
5.	<u>Prostate Awareness Evening</u>	
	After consultation between SM and Dr. Dattani (the Practice's lead on urology matters), it had been decided that, rather than have a Prostate Cancer SP, it was better to hold evening events targeting certain male patients, when comprehensive advice on the 5 factors indicating the possibility of Prostate Cancer could be unambiguously conveyed.	
	The first event, on either 14 or 21 March, would invite ~50 men, aged between 70 and 79, who had NOT previously had a PSA. Thereafter, and subject to attendance, further events would be considered for other patients.	AR
6.	<u>Review of recent Patient Questionnaire</u>	
	KM projected data on the results of a survey of a large sample of around 800 patients; they had been given the survey forms directly by GPs. Results were generally good or better and in keeping with	

Practices elsewhere. As expected, poor results focussed on availability and booking of face-to-face GP appointments.

7. Health Fair & AGM

As time was pressing, SM will convene a sub-committee to progress a plan. This will consider: the need for the AGM; when to hold it relative to the Health Fair; a suitable date and time; any alternative venues.

SM

8. AOB & Date of next meeting

As many of the SP leaders attend the Committee, it was decided that the Group would aim to cease its meetings, subject to agreement at its next meeting. Thereafter, the Committee, enlarged to include all SP leaders, would initially hold monthly meeting, with its Minutes circulated to everyone.

JG

The next Committee meeting will be on **Friday 15 March at 10.30 am.**