

HUTHWAITE INVOLVING PATIENTS – (HIP)

MEETING 16th May, 2018

Practice Representatives: 1

Patient Representatives: 6

Chair Welcomed Margaret Jones

1. Apologies – 1 practice representative, 4 patient representatives

2. Previous minutes – Accepted as a true record and signed

Action: Secretary to have Minutes approved, signed and dated

3. New and Existing Members

Assistant Manager advised that she is sending the information leaflet out to new patients and has also put a message on Facebook.

4. Comments from PRG

It was discussed at the last PRG meeting of finding ways to improve communications.

Action: Assistant Manager - contact the patients to see if they would like to receive copies of the Minutes electronically.

5. Citizens Reference Panel

a) Ashfield North PPG

Chair was unable to attend the last meeting and will give feedback at the next HIP meeting from the Minutes.

6. Correspondence

Action: Chair - send list of correspondence received to Secretary

Action: Secretary - circulate with the minutes

Should any members who were unable to attend the meeting require a copy of the list of items or any correspondence, please contact Chair.

7. Health Promotion

Future Events

Chair advised that Sutton Rotary Club were inviting bids for equipment for charities. Chair applied on behalf of the HIP Group and has been granted £186 towards a PA system. It includes two hand held radio microphones. He has also purchased a UHF lapel microphone, for which the Practice has agreed to cover the cost. Chair thanked the Practice for their support

Action Chair - submit copy of Invoice to Assistant Manager.

A ceremony will be held on the 4th June at Coxmoor Golf Club @ 6.15 pm - the award will be presented to the HIP Group and 2 patient representatives will attend and represent the group.

a. Diabetes / or Breast Cancer

Following a discussion, it was agreed that the next event should cover Retinopathy and that an optometrist in Mansfield had given an excellent presentation/talk. We will look at holding the event this year on either Thursday 18th October or 25th October. (If held on 18th October the HIP meeting will be brought forward to the 10/10/18)

Action: Chair to contact optometrist with above dates to ascertain availability

Breast Cancer

It was agreed that a Breast Cancer event would be carried forward to 2019.

Chair has said he will make contact with the appropriate person with a view to holding an event either in October 2018 or 21st March or 28th March 2019 (if held on 21/3 we will bring the HIP meeting forward to the 13/3/19). A decision will be made at the next meeting which date is appropriate for which event.

b. Fashion Show

Possibly September 2019.

c. BPMC – Walking Group

Chair attended the training and first aid course. Chair raised the question as to where the nearest Defibrillator was and whether the First Aider should have a portable one. It was agreed that the cost of a portable defibrillator was to be checked.

d. Funding Opportunities

Treasurer will provide a formal written statement for the year when his IT problem has been sorted. Treasurer is still communicating with the Councillors. Treasurer raised the subject of Insurance which is due in October as to whether this is still required.

Action: Assistant Manager - enquire if the events held at the Surgery are covered by the Practice

Action: Treasurer - check with the Hosiery Mills

8. Election of Officers

All existing officers offered themselves for re-election and this was carried

9. HIP Website

Nothing further to add at this stage

10. Woodlands Sub Committee Working Party

C/F Chair has emailed Chair of Woodlands PPG with regard to an informal meeting and is awaiting a response.

11. A.O.B

Secretary gave her apologies for the June meeting.

12. Date and time of the next meeting 20th June, 2018 @ 5.15pm