

**HUTHWAITE INVOLVING PATIENTS – (HIP GROUP)
ABRIDGED MINUTES WEDNESDAY 21 NOVEMBER, 2018**

PRACTICE REPRESENTATIVES: 2
PATIENT REPRESENTATIVES: 6

Prior to the meeting taking place the Manager of the Practice gave an overview of a questionnaire that had been conducted by Ipsos Mori. The Practice was shown as having 'bad performance' relating to access via the telephone, getting appointments and being able to speak to a Health Care Professional. The Practice would like to conduct their own Survey with the help of the HIP group specifically relating to these areas. Possible dates in early January 2019 have been suggested. This will be done via laptop in the Information area, hard copies and the survey being sent out by the Practice to those who have agreed to receive emails. Practice manager to forward survey to Chair for consideration and distribution to HIP members

1. APOLOGIES FOR ABSENCE
2 PRACTICE; 3 PATIENT

2. PREVIOUS MINUTES

Accepted as a true record and signed

3. NEW / EXISTING MEMBERS

Nothing to report

4. COMMENTS FROM PRG

NAPP had been contacted by the AM and Chair (independently) to request access passwords for their website. Awaiting response from NAPP

5. PPEC

Ashfield North PPG's had been invited to next meeting on 11/12/18 and 2 patient representatives from the HIP Group had agreed to attend

6. CORRESPONDENCE

Chair outlined correspondence received, which had been related to PPEC meeting. It was agreed to take along a few posters from our recent health events to show to the other PPGs.

7. HEALTH PROMOTIONS

7a Diabetes / Breast Cancer

The event had gone well and good feedback was received from the audience. The support organisations were also pleased with the organisation of the event. The speaker did not wish to use the PA system, and a complaint was received about the audibility – it was decided that the option should not be given in future and speakers informed that they must use either the lapel mike or the hand-held mike. There was a reticence for the audience to have their photo taken for the newsletter and this needs to be discussed in further detail.

The chair had written a letter of thanks to SFHT and to the presenter.

It was decided that the Breast Cancer event is to take place on 21 March 2019.

7b Fashion Show

Carried forward

7c BPMC Walking Group

Defibrillator at Visitors Centre is positioned just outside the main doors

7d Funding Opportunities

.

Treasurer to provide a written statement when IT problems have been sorted. Funding opportunities to be discussed with local councillors

8. FLU CLINIC

Practice representative to confirm if HIP Group representatives are required at future flu clinics (with the exception of the Saturday morning event)

9. HIP WEBSITE

The HIP Group requested if it was possible that the correspondence sent to the Chair by the CCG could be directed to the HIP website

10. WOODLANDS SUB-COMMITTEE WORKING PARTY

Carried forward

11. ANY OTHER BUSINESS

The pharmacist from the chemist had now left and the item has to close on the minutes – the situation will continue to be monitored

Practice representative stated that the response to Dr Link had been generally good

12. DATE AND TIME OF NEXT MEETING

16 January 2019 at 17.00