

## HUTHWAITE INVOLVING PATIENTS – (HIP)

MEETING 12<sup>th</sup> July, 2019

**Practice Representatives: 3**

**Patient Representatives: 7**

The findings of the 'Practice' survey were reported by the Practice Manager. The response had been very positive and only one area gave cause for concern. This would be discussed at the next staff meeting.

The Practice Manager also reported that the CQC will be carrying out a telephone conference instead of a physical visit this year, but it was expected that the next physical visit will take place in 2020, as it had been 5 years since the last visit.

The Practice Manager suggested that a support event for carers may be more suitable for the patients of BPMC than the proposed Cervical Cancer event and this was agreed.

1. **Apologies** – 3 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**  
An existing member had been approached by a patient with the possibility of joining the group – to be pursued at earliest opportunity by existing member
4. **Comments from PRG**  
Nothing to report
5. **PPEC**
  - a) **Ashfield North PPG**  
Chair had raised the points discussed concerning NEPTS with Peter Robinson, who will pass these to Julie Macintyre.
6. **Correspondence**  
Chair reviewed the list of correspondence received since the last meeting.  
**Action: Chair** – forward PDF copy to Secretary  
**Action: Secretary** – attached a copy to the minutes
7. **Flu Clinic**  
HIP Group members only required at event on Saturday 28/9/19
8. **Health Promotion**  
**Future Events**
  - a. **Fashion Show**  
The remaining part of the deposit had been paid to the venue. The organiser will require support from the group members and it was requested that they are there at 5.30pm. The

ticket price was agreed at the same as the first event that had run. Chair to produce tickets and posters for collection by members on 14 July.

**b. BMC – Walking Group**

A HIP Group member tabled the latest programme of walks and it was requested that these were placed on the HIP website.

**c. Funding Opportunities**

Chair confirmed that we had won funding from the Rotary Club for the provision of folding tables and chairs that could be stored at the Centre for use at health events. It was confirmed that provision for storing the tables and chairs could be found in the Delivery Room at the Practice.

**9. NAPP Website**

A group member gave a presentation on “Building Better Participation” based on NAPP guidance document. It was proposed that a Vision Statement is produced in liaison with the Practice in order that our future planning of events has a consistent direction and purpose.

**10. HIP Website**

**Action:** Chair to abridge minutes for publication on HIP website.

**Action:** Assistant Manager to put photos of latest HIP members to website.

**Action:** Assistant Manager to put photos of Breast Cancer Awareness Event on website and to send a copy to Chair, who will forward to Amazon Support Group.

Discussion took place concerning the difficulty of reading text on the media board, which was in yellow – Practice Admin to review.

**11. A.O.B**

It was agreed that the Carers Event will take place on 23 October 2019.

**12. Date and time of the next meeting 14<sup>th</sup> August 2019 @ 5.00pm**