**Minutes of Bingley Medical Practice**

**Patients Participation Group**

**Monday 12 July 2022**

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| **Agenda Items** | **Minutes** | **Outcome/Actions** |
| **Present**  **Zoom**  **Apologies**  **Welcome** | **Present:** Jill Wadsworth, (Chair), Sue Johnstone, (Secretary), David Child, (Treasurer), Fiona Greenwood, Sylvia Jackson, Dave Rawlings, David Kennington, Carey Dowson,(only for Practice Report)  **Zoom:** Janet Daykin, Norma Bartle, Lynn Asquith, Peter Home, Charlotte Hamilton  **Apologies:** Margaret Tetley, (Vice Chair), Pam James, Donald Wood, Joseph Carnelly, Pam Vinnicomb.  Jill welcomed everyone to the meeting. |  |
| **1 Practice Report** | * Carey thanked everyone for letting him give his report first. * Carey told the meeting that he would like PPG to do the Survey in Jan/Feb 2023. * Practice is struggling to recruit more GP’s for next 12 months. Practice has enough capacity, normal level plus one, however would like enough capacity to have plus 4. * Succession planning for all medical and admin staff is being discussed. |  |

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| **Practice Report cont.**  **Discussion** | Sylvia asked if the Flu and Covid vaccinations would be in September. – Carey – As of yet not sure if Flu would be September or October. Covid – Government have not confirmed when or if we can do Covid vaccinations.  Jill asked if we had any say on the Covid vaccine clinic?  Carey – It’s a PC decision.  Dave C asked about the TV.  Carey thanked everyone for their continued support of the practice and very much appreciated the hard work that was done by PPG during the Covid and Flu vaccination programme. He was sorry he couldn’t stay for the remainder of the meeting. | To be followed through at the next meeting. |
| **Welcome contd..** | Jill thanked everyone for a successful AGM and thanked Peter for arranging  for Fran Hewitt to give such an enthusiastic and interesting talk on the new developments at Airedale Hospital.  Peter gave a quick update on Airedale. Last week saw 300 plus patients attending A&E, over 500 admissions for a bed in one week. Two/three weeks ago there was 0 covid, last week saw 20 cases of covid, all patients were admitted for other ailments. Over all the hospital is managing extremely well. |  |
| **Minutes of Last Meeting – 3 March** | The minutes of 3 March 2022 were agreed and passed by all. |  |

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| **Matters Arising from the Minutes** | None |  |
| **2 Action Plan**  **Discussion** | * 2020/21 Action Plan had stalled due to covid. * 2022/23 Action Plan – now trying to get things moving again.   All in agreement with the Action Plan and to get things moving again particularly to try and get a meeting with the doctors and to start the CPR courses again. | The 2022/23 Action Plan  Passed. |
| **3 Newsletter** | Unfortunately Janet has been laid low with Covid and is a little behind. Articles ready to check – mainly about the Practice. Janet asked if Peter could give her an update on Airedale for Newsletter.  **Discussion:-** all thanked Janet for doing such a great job with the Newsletter. |  |
| **4 Sustainability** | Both Bingley Medical Practice and PPG are now Bingley Allies. Blister packs can be collected in the Practice. Dr Francis suggested adapting the Covid Screens. Does anyone know anyone who is ‘handy’ and maybe able to adapt them to containers please let Janet know. Jill suggested Bingley Men Shed however, Carey had said that he now needs the screens in case Covid hits again they may need them.  **Discussion:-** Jill said she was very proud of what Janet and Pam V had achieved in such a short time. | Pam V to arrange a meeting.  Janet to contact Dr Francis re screens. |

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| **Diabetes Morning** | In her other role as ICS Chair for the Bingley Bubble, Jill was asked to set up a Diabetic Awareness event for Diabetes Awareness Week. It was decided to hold it in the foyer of Canalside, the event was run by the PPG. Jill read out a report from Dr Greenhorn about the Diabetes Awareness Event.  **Bingley Bubble Pre-Diabetes Screening Event – 15/6/2022**  **In Attendance –** 4 Bingley Medical Practice PPG members, Bingley Medical Practice HCA and GP Diabetes Lead.  **Aim –** To provide information and screening for those people who feel they maybe at risk of diabetes.  **Communication –** A text message was sent out to all patients over the age of 40 in the PCN, excluding those who already have Diabetes, to advertise the event.  **Action –** Use the Diabetes UK screening tool to establish patients at moderate or high risk of developing diabetes and offer on the day HbA1c testing, using the near patient testing DCA machine.  **Number Attended –** 16 Patients stayed to have their HbA1c checked. Two needed to have a blood test as the DCA machine was taking too long, (at least 7 minutes per test). \*\*\*\* Patients attended the information advice and used the Diabetes UK screening tool.  **Results –** 41 or below is normal  42 – 47 inclusive pre-diabetic  **1 Diabetic**  **4 Pre-diabetic**  **11 normal range** |  |

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| **Diabetes Awareness Week contd..** | **Follow up –** 1 Diabetic follow up arranged.   1. Referrals to Healthier You for pre- diabetes.   1 Offered referral to Tier 3 weight management service.  3 Tier 2 weight management referrals  2 Living Well referrals/signposting.  **Spread of patients across the PCN**  Springfield 3  BMP 13  Wilsden 1  **Discussion –** This was an extremely successful event. Thank you to Jill Wadsworth and everybody else involved, for organising this. I hope it can be replicated again in other locations to further increase the update across the PCN. We hope to also link this to some work we are planning on vulnerable/disadvantaged groups to try and tackle the potentially harder to reach populations.  Not clear currently how we will pass on the results from other Practices as we cannot enter these. Would need to sort out a system in future to do this. Also, there are some patient delays because of the time it takes to process the Hb1Ac from the DCA machine. Borrowing another machine from another PCN practice would help with this for the future.  Dr Karen Greenhorn  Diabetic Lead  Bingley Medical Practice  Bingley Bubble PCN |  |

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| **Pop-up-Cafe** | Pop-up-Café not working. The private equity company that owns the building is strict on space used and not used, charges are very expensive. Rent of space for the café is £4,000. £2,000 from BMP. Fought hard to have a community café, Jill asked for suggestions – Open 2 days a week to check the footfall, continue to keep fighting for the cafe. | Jill to bring up with the ICS |
| **PPG’s Profile** | To be discussed at next meeting. |  |
| **AOB** | 1. **Survey -** All agreed that PPG should do the Survey Jan/Feb 23 2. **Dosette Boxes –** Lynn explained she had read an article concerning the issuing of dossette boxes, blister packs for patients on multiple medications by the Royal Society for Pharmacists, (RSP), they had decided it was no longer necessary for dosette boxes to be given to patients. Lynn felt this was putting patients who were on multiple drugs at risk. Boots have decided NOT to issue dosette boxes for patients who need multiple drugs and also are re-introducing a delivery charge for medication.   **Discussion-:** Everyone agreed with Lynn’s view of the situation and that our concerns should be expressed formally to Boots. At the moment Boots appear to be the only pharmacy locally doing this.  Dave R asked if there anybody would like to be a volunteer for the new student doctors and to give him their names and email addresses.  There being no other business the meeting closed 7.40 pm. | Jill  Jill said she would put a letter together and send to Boots.  Sue to check and update group lists. |

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| **Confidentiality and Data Protection**  Information concerning patients or staff is strictly confidential and must not be disclosed to unauthorised persons. This obligation shall continue in perpetuity.  Disclosure of confidential information or disclosure of any data of a personal nature may result in prosecution for an offence under the Data Protection Act 1998 or an action for civil damages under the same Act in addition to any disciplinary action taken by the Practice.  Any breach of confidence will be taken seriously and, following necessary investigation, may result in a request that the member(s) responsible resign from the PPG. |