

**MINUTES OF THE HALL GROVE PRACTICE
PATIENTS' VOICE MEETING 15 January 2018**

Present: Peter Wilson (Chair), Roger Hudson (minute taker), Nice Connell, Helen & Roger Eames, Kate Graeme-Cooke, Peter Gramson, Andrew Longman, Stephen Wentworth.

Practice: Dr Chendoran Kanthi, Anne Knight.

1. *Apologies for Absence* – None.
2. *Minutes of the Last Meeting* – The minutes of the meeting held on 20 December 2018 were agreed with two minor corrections.

Matters arising

2.1. *PV Terms of Reference*

2.1.1. *Terms of Reference* – These have been agreed by the Practice.

2.1.2. *Nominations for PV chair* – PG will contact the people who have shown an interest.

Action PG

2.2. *Carers and Young Carers* – Paul Innis is being contacted to fix a meeting date.

2.3. *Contact with Patients* – A response is awaited from the CCG and NAPP regarding the paper put to them concerning the issues and practical considerations.

Practice Matters (relevant to practice staff)

3. From previous meetings

3.1. *Cancer Information Booklet* – A meeting is being arranged.

Action HE

3.2. *Diabetes and Medication Reviews* – Additional documentation is to be employed by the Practice to ensure Medication Reviews for all conditions are only carried out when appropriate. The current arrangements for making appointments for diabetic reviews will be put to the next Partners' meeting. Doctors Parry and MacDougall will be asked to consider a suggestion that there should be a facility to allow diabetic patients to request a blood test. **Action Dr K**

4. *New Initiatives*

4.1. *Working more closely with the Practice* – A large commitment by individual PV members and training will be required for the initiatives proposed by the Partners. There is scope for PV members to assist patients by: for example, helping patients use the blood pressure monitor or handing out leaflets. However, members were not generally in favour of taking on regular long term commitments. Although it would depend on the role. This is particularly true regarding Social Prescribing and how this could be adopted by the Practice.

5. *Information for Diabetes* – The draft documents circulated by RE will be considered by PV members and discussed at the next meeting. **Action PV members**

6. *Any other business*

6.1. *Practice website* – The website is being redesigned and the Practice invites the PV to contribute to the design. Links to the templates available for the website design will be forwarded to the PV for comment. **Action AK**

7. *Date of next meetings*

7.1. Next meeting – 2pm on Thursday 21 February 2019 at Parkway without Practice representatives.