

Amwell Group Practice – PPG Action Plan – 2016/17

Area Identified	Issue	Action Implemented	Further Action Needed	Completion Date
Election of Chairperson from the PPG	<p>As part of moving forward with the PPG making it a patient led group the first step to be taken this year is the election of a Chairperson.</p> <p>Election of a Vice Chair and Secretary has already taken place</p>	At our first meeting in March 2016 a discussion was held about restructuring the group and thought from the group were sought and it was agreed that moving forward this should be patient led. Nomination forms were sent to all members who were invited to return them to practice ready for nominations at the next meeting.	<p>Election of the Vice Chairperson and Secretary were held at the next meeting but the election of the Chairperson was deferred to the next meeting due to small attendance.</p> <p>Nominees were contacted and invited to submit their nomination forms in more details and to prepare a short presentation</p>	24 th May 2016
Review of PPG Business Plan and Terms of Reference	Once a Chairperson has been elected the next step is to review and agree the PPG Business Plan and Terms of Reference	At our meetings in March and April these documents were discussed and it was decided that a formal review should take place after election of a Chairperson		June 2016

<p>Devise and undertake a PPG Patient Survey</p>	<p>To identify areas of importance for the PPG for the coming year the PPG will devise a new wide ranging survey for patients to complete</p>	<p>A draft survey has been devised, this will be sent to the PPG who will review this. Once this has been reviewed and formalised it will be sent to patients.</p>	<p>The results of this survey will be passed to the PPG who will devise a 3 point action plan for the coming year based on Health Promotion, Patient Views and communication</p>	<p>June 2016 (New action plan August 2016)</p>
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