

**Amwell Group Practice
Patient Participation Meeting
13th December 2016**

Present: Sonia Hehir - PPG Coordinator
ER - Joint Chair
JB - Joint Chair
JW- patient
AD - patient
JD - patient
JC-patient
Emma - Sign Language interpreter

Apologies:

Peter Floyd - Practice Manager
DF - patient

1. Welcome, Introduction and Apologies

ER welcomed everyone to the meeting

2. Minutes of the last meeting

Agreed

3. Matters Arising

The Terms of Conditions were discussed and agreed. The only change made was to the Quorum. It was agreed that this would consist of 4 PPG members and 1 AGP staff member and not 2 as previously discussed.

4. Workshop Events

At the last meeting the group discussed holding workshops/information events this was agreed to be a good idea. The topics of most importance to the group were alcoholism and depression. Ways of promoting these services were discussed, these ranged from inviting outside health professionals to the practice to boards with information on services and navigation for patients to these services. It was agreed to start with information boards and to make use of the childrens area in the waiting room. JB will gather information on alcohol issues and SH will gather information on mental health issues, using posters and information leaflets along with a symptoms/signs checker. ER was keen to link in health issues, in particular, weight problems with excessive alcohol use this information will be included in the alcoholism information under the header of Health Promotion. The first lot of information is gathered a member (s) of the group will come along to the practice to set the boards up along with SH.

5. Long Term Conditions

At the previous meeting the group wanted to identify those patients with a long term conditions in order to decide on which services are best for health promotion. Figures were provided on Type 2 Diabetes, Learning Disabilities, COPD, Severe COPD, Depression, Hypertension, Chronic Heart Disease, Asthma and Diabetes. The group have also requested from the practice statistics on those patients who are blind, deaf, autistic and have Asperger's, this information will be passed to them by SH before the next meeting.

6. Publicising Information/Website

A discussion on how best to publicise information within the NHS was held and most felt this is best done through the practice website and on the information screen at the practice. ER requested information regarding traffic on the website he will then look at the best way to improve it.

Date of next meeting: Wednesday 8th March