

PPG meeting December 2023

Date

Tue 05 Dec 14:00 - 15:30

Location

Parr Bridge Community Clinic Board Room

Other Attendees

PPG members CD, MS, MS,SR, MO Practice member SS

Details/Agenda

1. Welcome
2. Apologies
3. Housekeeping
4. JP Questionnaire suggestion
5. PPG Privacy notice
6. New members
7. Breast screening
8. AOB

Minutes

Welcome to all

Housekeeping: no fire drills expected today. Explanation of where to gather should the fire alarm sound

No apologies today

CD advised group that JP has devised a questionnaire for consideration of role out to over 75's. The questionnaire is an access questionnaire to identify any issues the older population are having accessing the service offered by the Practice. A discussion ensued. All group members given a copy of the suggested questions to have a look at and feed back on. SS to show questionnaire to RA for his input.

SR asked how many over 75's we have which lead to a discussion re the practice demographics and increase in patient populous.

SS gave out the PPG privacy notice discussed at the last meeting along with a signature sheet to confirm receipt of notice. JP absent and SS will e-mail out a copy to him.

CD has contact 5 patients who have shown an interest in becoming members. Four have not responded and one lady has been unable to come due to work commitments.

Breast screening and the cut off age was discussed. Group made aware that ladies over the age of 71 are not routinely screened, however, they can contact the local breast screening service to have the screening. Local breast screening number given to members 0161 291 4444 . The service can also be contacted online <https://www.breast-screening.uhsm.nhs.uk/home> or e-mail bsapts@mft.nhs.uk

PPG next meeting date to be put on the website and the media screen

DNA rates - is this worth looking at again? we have had patients who have been contacted and given an appointment that day who have then not attended. Suggestion made for reception team to advise patients that if they cannot make their appointment to contact us and then we can give that appointment to someone else.

CD advised that she had been attending the TABA PCN PPG meetings as had JP.

NEXT MEETING : Tuesday 5th March 2023. 2pm at Parr Bridge Community Clinic Board Room

Actions

1. SS to find out how many over 75's we have
2. SS - to disseminate population of practice by sex and quinary age band
3. SS - to e-mail JP privacy notice and signature of receipt documents
4. SS- to show copy of suggested questionnaire questions to RA for feedback

Related actions

Title	Notes	Current Activity	Due date	Assigned to	Date completed
How many over 75's do we have			08/12/2023	Sharon Schofield	07/12/2023
Demographics of Practice	age and sex of population of practice		08/12/2023	Sharon Schofield	07/12/2023
e-mail Privacy notice and signature sheet to JP			08/12/2023	Sharon Schofield	07/12/2023
Show questionnaire to RA			15/12/2023	Sharon Schofield	08/12/2023

Associated documents:

- [AgeSex\(1\).csv](#)
- [population-age-profile\(1\).png](#)