

Johnson Medical Practice PPG

Tuesday 11 March 2014

Hilltop Surgery, Maidenwell Avenue

PRESENT

Harsha Kotecha, Allan Gratrix, Asma Sader, John Thomsett, Shan Parmar, Peter Naylor, ,
Jas Sethi, Vishal Morjaria

1. APOLOGIES

Dr Darji

2. MEETINGS OF THE PREVIOUS MEETING

Accepted

3. MATTERS ARISING FROM MINUTES NOT ON THE AGENDA

- Mr Sethi to provide chair with contact details for new members.
- Asma provided members with an A4 sheet with notes on the Sharing of Data, attached to these minutes. Asma also advised the group that the Sharing of Data plan has been postponed for six months

4. UPDATE ON DEVELOPMENTS AT THE PRACTICE

None

5. ACTION PLAN

A proposed action plan derived from the survey results was presented to the group for discussion. The group reviewed the elements were happy to agree with the action plan for the following year.

A copy attached to these minutes.

6. REVIEW NEWSLETTER

The group reviewed the draft newsletter, and had the following suggestions:

- Patient to be asked to provide mobile numbers to practice
- Explain why toys and magazines have been removed from waiting areas
- Use of suggestion box recommended
- Add nurse details
- Add graph for DNA
- Sharing Data summary information

ACTION: Chair to add suggestion and email to group for review

7. TREASURERS REPORT

Current balance on the account £241.

8. CORRESPONDENCE

None

7. A.O.B

None

8. DATE OF NEXT MEETING

Tuesday 8 April 2014 4pm

Everyone was thanked for attending, and meeting closed.

Signature **Chair PPG** **Date**