

CENTRAL SURGERY
Virtual Meeting via Zoom
7th April 2021

Present: Jenny Young, Dave Manser, Verina Pettigrew, Liz Scott, Janet Search, Heather Riches, Valerie Simmons, Maxine Tilley

		Action
1	Apologies: Joy Das, Sally Ruddy, Dr Kearns, Olivia Purdie	
2	Minutes of 3rd March for accuracy: Maxine will email Olivia to clarify if a letter from Leventhorpe was sent home to parents about antisocial behaviour.	
3	Response from Liz to questions: <ul style="list-style-type: none"> • Both PAH and Herts and Essex Hospitals are doing routine blood tests again, but patients must book. Valerie will include the information in the newsletter. • Liz has not clarified with Dr Remedios about the surgery photograph. • Mjog app: Liz had no information but Jenny had researched the reviews and they were not complimentary. 	VS LS
4	Partners Meeting: Dr Portelli has now retired. A new female GP, Ariana Spungina, will be joining the practice at the end of the month and will be doing 6 sessions a week. There is a possibility of two male GP's starting at the end of June. All 3 applicants are interested in becoming partners. The patient list may increase to approx. 15,000 in the next 3-5 years so the partners are trying to 'future-proof' the practice. There have been issues with second vaccines at the Football Club but staff are now doing regular searches and chasing up to make appointments.	
5	Website Update: Liz is still finding out how to add an additional 'tile' to the website for the PPG information but hopes to get it completed next month. Maxine raised the issue that it is much harder to find online services on the new website. Liz will investigate how to make it more prominent. Jenny has emailed Sharon on the Carer Champion role at the surgery to complete the Carers' page but has not had a reply. Liz will chase this up. The PPG sign up page also has to be agreed.	LS LS LS
6	Covid Vaccination Update: The surgery is no longer arranging first doses at the Football Club and is concentrating on providing the second doses. Patients will need to book appointments via the NHS system as they are invited.	
7	eConsult Usage and Analysis: Liz circulated the statistics. February had 344 eConsults and March 488. The predominant age group using the system is 26-55 years. Jenny will check if you are asked if you are a carer when completing the form.	JY
8	Action Plan: Liz has analysed the data from the patient questionnaire and will circulate it on Friday. She will then update the action plan.	LS
9	External Meetings: <ul style="list-style-type: none"> • SV&V: Jenny had circulated the notes prior to the meeting. • Integrated Care System: The notes from the Reference Group had been 	

	<p>sent by Jenny.</p> <ul style="list-style-type: none"> • Winter Communications Webinar: Jenny circulated the notes from 17th March. • PAH Consultation and Q&A session: This was sent from Joy Hale, CCG and will be held on 22nd April. Please let Jenny know if you wish to attend. 	All Members
10	<p>Younger group Membership: Jenny sent a letter to Leventhorpe School on 24th March and has not had a response. She will resend it and cc the members of the group. Valerie reported that her neighbour is involved with Leventhorpe communications and is keen to involve 6th form students in the PPG. The neighbour will nudge the staff to respond.</p>	JY
11	<p>Patient Group News and Media: The draft newsletter was sent out prior to the meeting. Valerie will add both the Covid and blood test information. Liz has added the Patient Newsletter to her meeting agenda as she has a new member of admin staff starting who she would like to get involved in helping with information for the newsletter. The April Newsletter was sent out on 1st April but has not yet appeared on Facebook.</p>	VS LS LS
12	<p>Password for PPG email Account: Liz had acquired a new email account but was unable to add the PPG as a group. She has now been sent a new one, with instructions. All members are to try to access the account and let Liz know if they were successful.</p>	All members
13	<p>Actions Not Met:</p> <ul style="list-style-type: none"> • Updated surgery photographs outstanding. 	LS/KR
14	<p>Any Other Business:</p> <ul style="list-style-type: none"> • There needs to be a meeting to review complaints. Liz will send some suggested dates to Jenny and Maxine. • There has been an influx in carer registration at the surgery. • Medication reviews: The letter which has been sent out contains contradictory information and confusing advice on how to access the review form. It needs to advise patients to log in to online services to access the correct form. Liz will raise with the Meds Management Team. • Jenny had sent our TOR and Code of Conduct to another PPG who were interested. Ours needs reviewing, which will be discussed at a later date. • Sawbridgeworth Town Council wants to develop the land outside the surgery, including restoring the maze and adding other facilities. The project is out for consultation and they are keen to involve students from Leventhorpe. Verina circulated an information email. 	LS LS
15	Date of Next Meeting: 5th May at 6.00pm	