**PRACTICE PARTICIPATION MEETING MINUTES**

**Monday 23rd July 2018**

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| **Name** | **Initials** | **Attended** | **Apology** |
| Gill Wright (PM) | GW | BD21301_ |  |
| Eileen Day (Reception/Admin) | ED | BD21301_ |  |
| Brenda Bartlett (Patient) | BB |  | BD21301_ |
| Rebecca Clark (Patient) | RC | BD21301_ |  |
| Stella O’Brien (Patient) | SO |  | BD21301_ |
| Roger Sweet (Patient) | RS |  | BD21301_ |
| Zena-Marie Sherman (Patient) | ZS |  | BD21301_ |
| Lara Akpojiyovwi (Patient) | LA |  | BD21301_ |
| Judith Bryan (Patient) | JB |  | BD21301_ |
| Joanna Clark (Patient) | JC |  | BD21301_ |
| Deirdre Beecher (Patient) | DB |  | BD21301_ |
| David Smith (Patient) | DS |  | BD21301_ |
| Ian Parkin (Patient) | IP |  | BD21301_ |

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| **No.** | **Item** |
| **1** | **Welcome & Apologies**   * As noted above |
| **2** | Minutes of the last meeting agreed as accurate. Copies emailed and given to group. |
| **3** | No actions from last meeting |
| **4** | **E-Consult Information**   * E-Consult is a general practice triage and consultation tool. It is linked to the practice website and is available to a patients aged 1 and above who are registered with the practice. * Patients can check their symptoms anytime, anywhere, and receive on the spot medical advice and treatment guidance, be it in the middle of the night or at their desk during the working day. It allows patients to self manage their symptoms at home and signposts them to the most suitable services that can provide effective treatment solutions. |
| **5** | **Travel Clinic – New Appointment System**   * If you require vaccinations relating to foreign travel then you need to book an appointment with the practice nurse to discuss your travel arrangements. This will include which countries you are visiting to determine what vaccinations are required. These should be given at least 2 months before you travel. In order to help us with this please download the travel risk assessment form, which will be assessed by the nurse and you will be contacted to make an appointment. This form should be handed to the reception staff at least 4 weeks before your appointment with the practice nurse. * Not all vaccinations are free under the NHS some vaccinations are now chargeable. |
| **6** | **Merger Update**  The potential merger between Borough Medical Centre and Blackfriars Medical Practice  was discussed at the May Primary Care Commissioning Meeting but no decision has  been reached as yet. Talks between the CCG and ourselves are ongoing as the CCG  has some issues that they require further clarification on. |
| **7** | **NAPP** Bulletin  GW printed the latest NAPP bulletin and was given to PPG members.  The E-bulletin for June was distributed to the group. All previous bulletins can  be found at the following website: [http://www.napp.org.uk/latestebulletins.html](https://web.nhs.net/OWA/redir.aspx?SURL=m8Ij5U_sYu9dgwHns61yifMLMfwjO3A3UdFYBnki3inh4BOajjrSCGgAdAB0AHAAOgAvAC8AdwB3AHcALgBuAGEAcABwAC4AbwByAGcALgB1AGsALwBsAGEAdABlAHMAdABlAGIAdQBsAGwAZQB0AGkAbgBzAC4AaAB0AG0AbAA.&URL=http%3a%2f%2fwww.napp.org.uk%2flatestebulletins.html) |
| **8** | * **Patient feedback** * **FFT in April = responses; 66 extremely likely; 22 likely; 2 neither likely or unlikely, 4 Unlikely, 5 extremely unlikely, 2 Don’t know** * **FFT in May = responses; 83 extremely likely; 21 likely; 3 neither likely or unlikely, 2 extremely unlikely, 0 Unlikely, 0 don’t know** * **FFT in June = responses; 81 extremely likely; 21 likely; 1 neither likely or unlikely, 4 extremely unlikely, 0 Unlikely, 0 don’t know** |
| **9** | **Commissioning Update** |
| **10** | **Any other business**  GDPR – General Data Protection Regulation – came into effect on 25th May 2018.  All staff are getting training in August 2018.  The data controller is – Mr Rene Mehta. |

**Proposed Date of next meeting:– Oct 2018**