

Patient Reference Group Meeting

22 June 2018, 12.30pm -1.30pm

Colton Mill MC

Minutes

Attendees:-

Name	Initials	Title	Present	Apologies
Andrea Mann	AM	Managing Partner	✓	
Laura Cullimore	LC	Senior Administrator	✓	
Harry Heaton	HH	Member of the PRG	✓	
Linda Heaton	LH	Member of the PRG	✓	
Stuart Green	SG	Member of the PRG		✓
Vee Obrien	VO	Member of the PRG		✓
Adrian Strain	AS	Member of the PRG		✓
Ian Oxley	IO	Member of the PRG		✓

Item No.	Item
1.	<p>Introductions and Apologies</p> <p>Laura Cullimore gave an overview of her role at the practice as Senior Administrator who is currently undertaking a business administration qualification and required to deliver a project. She explained that she is leading on delivering an open day and health fair at the practice on the 14th July 18</p>
2.	<p>Confirmed Stalls</p> <ul style="list-style-type: none"> • AAA screening • Carers Leeds • Time to Change (mental health) • Time to Talk (Adrian cant come) • Crossgates good neighbours scheme • Meet the pharmacist (Inhalers, antibiotics) • GYM session • Screening – AF, Bowel, Breast, COPD, Cytology • Cancer awareness stall – Harry Heaton (Leaflets) • Registering, ETP and online services (Joanne / Amy / Tracey) • Self Help Services (Leaflet, child cards)
3.	<p>Unable to attend</p> <ul style="list-style-type: none"> • Care and repair • One you leads

	<ul style="list-style-type: none"> Leeds Lets Change
4.	<p>Robert Ogden Centre SJUH Obesity Club NDPP – AM to contact (online assessment for risk laptop) Healthy Lifestyle Services Memory Service Forward Leeds Dermatology Screening ??? GP required ? flu, shingles, MMR, Pertussis ?? Julie and to book clinics Smoking cessation – services and leaflets Alcohol services, cups and unit calculator Self-Management (weight, BP) NHS Health Checks (Natalie) Frailty – Rachael ???</p>
5.	<p>Evaluation form to include: Appointment system How satisfied are you with the range of appointment types listed below:</p> <ul style="list-style-type: none"> Routine Walk in Evening
6.	<p>Donations Tombola and Raffle To add a box for donations in reception (Colton) Letters sent to local businesses for prizes</p>
7.	<p>Charity Myeloma Charity (Natalie) Little Princess Trust (Staff daughter to have hair cut) TARGET for £200 Air Ambulance Charity (To get staff to set up)</p>
8	<p>Social Media</p>
9	<p>Local MP and Local Media (YEP) HH to contact local MP 's to attend</p>
10	<p>70th NHS Patient Story Linda Heaton 70years Story of the NHS journey Pay to be born ??</p>
11	<p>Music Contact local schools</p>
12	<p>Balloons – got</p>
13	<p>Refreshments Tea and coffee 30p Tea and 50p coffee Juice (10p) Cakes (donation)</p>
14	<p>Raffle (Georgia on entrance)</p>

	£1 ticket
15	Tombola 5 tickets for a £1 (Julies daughters)
16	Tables

DRAFT