

Sedlescombe & Westfield Surgeries
Notes of PIG Meeting
Tuesday 23 Oct 18 1800-1930hrs at Westfield

Attendees:	Kevin Katner (KK) – Chair Keith Newman (KN) – Practice Manager Lindy Latreille (LL), Rod Eldridge (RE) Diana Nichols (DN),
1.	Welcome and Apologies Nicola Evans (NE), Tina Beadle (TB), Lindsay Fraser (LF) Monica Betson (MB), Declaration of Interest No one declared any conflict of interest.
2.	Matters Arising PIG Leaflet KK had updated the PIG Leaflet and requested those present to review – KK will add the PIG Email address TV Screen The 'flu presentation, explaining the difficulties faced by the practice and the PIG information have been uploaded/reviewed onto the TV screens Flu vaccinations KN briefed all on the current situation regarding flu vaccinations for 2018/19 involving all practices in the UK. Flu clinics have already had to be cancelled due to delays in receiving vaccines. Local MP is aware! In sum, the JCVI in Dec 17 made a decision that two vaccines should be used this season, one for < 65s and one for >65s. This decision was made after all surgeries had placed their orders with relevant drug companies last year! Contracts had to be cancelled. The majority of vaccines given are for the over 65s and there is only one manufacturer, who is unable to meet demand. Practice Managers /LMC did inform NHSE of the problems that would arise! Ordering Repeat Meds online TB had written a protocol to assist patients ordering online which will be reviewed at the next meeting. KN confirmed that the Surgeries Clinical System supplier had still not updated their software to enable a smoother/ easier approach to ordering.
3.	Dr Mucci Presentations Dr Mucci has offered KK to provide up to 4 lectures for local PPGs for free, though costs for hiring venues would need to be paid (Sedlescombe £30) plus any other on costs. The venue will be in Sedlescombe in the Spring. Dates to be agreed. LL & RE agreed to assist with the preparation of this project for our PPG plus others in South Rother who will be invited to attend. KK will circulate information as this develops. RE was able to pass on contact details for venue hire and of local Parish Councillors, More volunteers would be needed to assist in preparation for the event and on the day. Action – More PPG colleagues to support this activity please!
4.	PIG Meeting with GPs KK & RE will meet the GPs on Monday 5 th Nov 18 at 1315hrs Agenda: Dr Mucci OTC Drugs

	<p>Messaging to patients Care Navigation Training Matters raised by GPs to be added. Action KK, KN, RE, GPs for meeting</p>
5.	<p>MECC Training & Development opportunity</p> <p>KK had attended one of the MECC training days, though interesting it was felt this was not useful for PPG members. Following this up it was later confirmed after discussion with Public Health (PH), that there were two levels of this training and we had been invited to the wrong one. The Level 1 training has not been commissioned in this area as yet!</p> <p>Volunteers (Level 1) Professionals (Level 2)</p> <p>KK discussed options with Public Health who were willing to take a lead on adjusting the training to make it suitable for PPG members – LL & RE agreed to assist and join with KK on re writing the training alongside PH and hopefully going on the pilot training once this was produced and commissioned.</p>
6.	<p>Practice update.</p> <p>KN updated all on the Extended Hours Scheme. 3 surgeries in Rural Rother expressed an interest to the scheme which will mean any patients in Rural Rother can be seen at times outside of the normal contracted times at any of the 3 surgeries. KN stressed that this was not expanding capacity just extending the GPs day! It also means that patients from other surgeries will be seen at Sedlescombe & Westfield. Contract difficulties remain but hope to go 'live' from 1 Dec 18. Advertisement of the scheme will be undertaken by all Practices in Hastings & Rother.</p>
7.	<p>Recruitment to PIG Membership</p> <p>KK reiterated need to increase membership of the meeting and virtual groups. Currently meeting group consists of 7 members of the recommended 12 but it is hoped that an additional member of the virtual group can join us early next year. <i>(Post meeting- two interested people were contacted by KK following their submission of forms from the leaflet. They will meet with LL & RE in the near future).</i></p>
8.	<p>Development of PIG responsibilities</p> <p>KK will stand down in Jan 19 – Possible Chair /Co-Chair under discussion PIG Leaflet had been updated – Will be uploaded when small amended made. Action members for further comment.</p> <p>KK expressed the importance of having a list of local contacts. (Contacts not included in these notes for confidentiality) TB/DN will review content of Website with KN PIG to review non-surgery notice board and review/update particularly re volunteer drivers. An informal review of “display notices” in both surgeries found materials tidy, relevant and up to date.</p>
9. AOB	None
<p>Next Meeting The next meeting will be on Tuesday 4th December 2018 at 6.00pm at Westfield Surgery</p>	