

**BELSIZE PRIORY MEDICAL PRACTICE
MINUTES OF PPG MEETING
6TH OCTOBER, 2017**

Present:	
Name	Title
Dr Nabila Hanosh	General Practitioner
Mrs Janet Talines	Deputy Practice Manager
Mr Noor Al-Tamimi	Medical Secretary
Mr H M	PPG Member
Mr G N	PPG Member

REVIEW AGENDA	
	1. Review of Last Meeting
	2. Sessions and Appointments
	3. Health and Safety
	4. Flu Clinics
	5. Camden Carers, Age UK and Domestic Violence
	6. Asthma Clinic & Wound Management
	7. Closing Points

M I N U T E S:

AGENDA ITEM	OUTCOME/DECISIONS	ACTIONS TO BE TAKEN, COMMUNICATION REQUIRED
1. Review of last meeting	<p>We now have 19 homeless patients registered, up from 6.</p> <p>A patient registered as homeless isn't always sleeping rough; they can also be in other temporary accommodation such as staying at a friend's house or living in a shelter.</p>	To continue registering patients and offering specialised health check for this service.
2. Sessions and appointments	<p>Unfortunately our afternoon blood clinics have not had a large turnover as many of our patients are working in the afternoon, we have therefore cancelled afternoon blood clinics for now.</p> <p>We are in the process of issuing warning letters to patients who have DNA'd three appointments in a row.</p>	JT: To organise and send warning letters.
3. Health and safety	<p>We have been making investments to improve health and safety at the Practice.</p> <p>New chairs have been ordered for our waiting room and staff room and we will also be updating to HD CCTV.</p>	NA & JT: To organise ordering of new chairs and CCTV equipment by

<p>4. Flu clinics</p>	<p>Flu vaccinations are not being recorded properly when they are done in Pharmacies.</p> <p>We are therefore encouraging patients to have their vaccinations in the Surgery instead, that way if something were to happen we would have a record of what immunisation had taken place as well as the batch number of the vaccination.</p> <p>We are offering shingles and pneumococcal vaccinations alongside flu jabs opportunistically.</p>	<p>Clinicians/Receptionists: Opportunistically.</p>
<p>5. Camden Carers, Age UK and Domestic Violence</p>	<p>We are training our staff to identify patients who are victims of domestic violence so that we can better provide support to the Community.</p> <p>We are identifying patients in the Practice who are registered as carers so that we can find out what help we can offer them with their roles.</p> <p>We are promoting the Age UK service and are organising leaflets to display in our waiting area.</p>	<p>JT: To order Age UK leaflets Reception: To display leaflets in waiting area</p>

<p>6. Asthma clinic & Wound Management</p>	<p>Asthma clinics are a new service that GPs must provide for patients up to the age of 16.</p> <p>The role of the clinic is to identify triggers and promote education on management/ treatment of asthma, for example parents may not be aware if their child is using ineffective inhaler technique.</p> <p>We have chosen to start the clinic now due to the current season and cold weather.</p> <p>The successful running of this clinic will help to avoid hospital admissions.</p> <p>Our healthcare assistant will be running a wound management clinic.</p> <p>She will be sent on training for the role which will include postoperative care and infection prevention through proper wound cleaning.</p> <p>We were previously doing in this community through District Nurses.</p>	<p>JT: To organise wound management training for HCA.</p>
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<p>7. Closing Points</p>	<p>Relayed to PPG members that the Physician Associates due to join the team are no longer going to work with us due to personal circumstances.</p> <p>We have been approached by another Physician Associate who's due to complete their exam in January.</p> <p>The new building was discussed at a meeting with the chair of Camden CCG, he advised that he would email us with more information.</p> <p>We are expecting our list size to increase once construction of the new housing facilities has completed, due to their increased capacity.</p> <p>Our CQC inspection has been postponed and we will receive a new date imminently.</p> <p>The meeting ended with the PPG members offering Dr Hanosh congratulations on her hard work and leadership.</p>	<p>NA: To create sessions for new GPs</p>
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Next Meeting: TBC

