

**BELSIZE PRIORY MEDICAL PRACTICE
MINUTES OF PPG MEETING
14th September, 2018**

Present:	
Name	Title
Mrs Janet Talines	Deputy Practice Manager
Miss Zena Al-Tamimi	Admin Clerk
Miss S O	PPG Member
Mr G N	PPG Member
Mrs A A	PPG Member

REVIEW AGENDA	
1.	Introduction to meeting
2.	Camden's out of hours HUB service
3.	GDPR in General Practice
4.	Patient Access
5.	Introduction of new Physician Associate
6.	Flu Season
7.	General Discussion and updates

AGENDA ITEM	Discussion
1. Introduction to meeting	Deputy Practice Manager led the discussion and apologised on behalf of MW and NH who were unable to attend this PPG meeting.
2. Camden's out of hours HUB service	<p>GP Hubs are staffed by experienced GPs and Nurses and offer assessment and treatment. Appointments available on weekdays 6:30pm –8:00pm on weekends from 8:00am to 8:00pm for the convenience of patients who cannot attend appointments in the week because of work.</p> <p>There is an eligible criterion of what type of appointments can be booked. For example exclusion is an 8 week check or a complex mental health case. The Practice staff are aware of these exclusions so they know which reasons cannot be booked in.</p> <p>PPG members queried if GP HUBs have access to the patients' medical records. DPM confirmed that GP hubs have access to patient's notes that consented to Summary Care Records. Practice was received GP hub consultations through EMIS document management and update patient's notes.</p>

<p>3. GDPR in General Practice</p>	<p>GDPR stands for General Data Protection.</p> <p>The GDPR is similar to the Data Protection Act (DPA) 1998 (which the practice already complies with), but strengthens many of the DPA's principles. The main changes are:</p> <ul style="list-style-type: none"> • Practices must comply with subject access requests • Where we need your consent to process data, this consent must be freely given, specific, informed and unambiguous • There are new, special protections for patient data • The Information Commissioner's Office must be notified within 72 hours of a data breach • Higher fines for data breaches – up to 20 million euros <p>What GDPR mean to patients?</p> <ul style="list-style-type: none"> • This practice handles medical records in-line with laws on data protection and confidentiality. • Medical records were shared with those who are involved in providing you with care and treatment. • In some circumstances Practice will also share medical records for medical research, for example to find out more about why people get ill. • Practice share information when the law requires us to do so, for example, to prevent infectious diseases from spreading or to check the care being provided to patient is safe. • Patient has the right to be given a copy of your medical record. • Patient has the right to object to your medical records being shared with those who provide you with care. • Patient has the right to object to your information being used for medical research and to plan health services. • Patient has the right to have any mistakes corrected and to complain to the Information Commissioner's Office. Please see the practice privacy notice on the website or speak to a member of staff for more information about your rights.
<p>4. Patient Access</p>	<p>In line with the new GDPR medical records can be requested with no fee. An SAR form will have to be signed and these requests are processed within 28 days.</p> <p>Patients can either request a paper copy of their records or they can have a personalised pin to use on the Patient Access platform which enables them to view their records electronically.</p>

<p>5. Introduction of new Physician's Associate</p>	<p>We have had a lot of good feedback from patients who have had consultations with Mr IS who is our Physician's Associate employed in March 2018. PPG member AA reported good feedback from a visit she has with Mr IS too. The other PPG members were inclined to book an appointment with one of them in future.</p> <p>JT introduced a new Physician's Associate, Ms TA. She will have 8 sessions a week so much more appointments will be made available.</p> <p>The duties of a Physician's Associate were explained. They are able to take history, take blood, administer vaccinations to adults and children, and refer patients. They cannot however prescribe. They will always have the support of a GP while they have their session.</p> <p>There is now one full time doctor Dr Hanosh, 2 Physicians Associates, one long term locum Dr Chakraborty.</p> <p>The PPG members queried how we find our locums and how do we know they are suitable and qualified.</p> <p>We find our locums through different platforms mostly a group called the North London Locum Group. We then have certain paperwork and documents we gather from the Doctors before booking them.</p>
<p>6. Flu season</p>	<p>The over 65 and under 65 clinic (excluding child and pregnant women clinic) is set up with ZR on Tuesday AM and PM.</p> <p>The child and pregnant women clinic is set up with IS on Tuesday Afternoon and Thursday afternoons.</p> <p>Also the vaccines will be given opportunistically from Dr H the Physician's Associates and Mrs ZR.</p> <p>The over 65's have a separate vaccination this year delivered by Sequirus.</p> <p>District Nurse will give vaccines to housebound patients who cannot come to the Practice for their vaccinations.</p>
<p>7. General Discussion and updates</p>	<p>Next meeting to be held towards the Christmas period in December.</p>

Next Meeting: December 2018, exact date TBA

