



**MINUTES**  
**PPG Meeting Thursday January 17th 2019 5.30pm**  
**at**  
**St Bartholomew's Medical Centre**

**1) Attendance:** Penny Faust, Johanna Hearne, Phil Kelly, Louise Ballinger, Lesley Sutton, Rachel Griffin.

**Apologies:** Patsie Law

**Visiting Speaker:** Chris Dark Paramedic Practitioner St Bartholomews MC

2) Chris Dark attended to explain his role at the practice, he is a trained paramedic with advanced training. He has been in post for 6 months. His skills are transferable to urgent primary care in general practice as they are broadly generic. At Brookes he holds a drop in service in the morning for minor illnesses and injuries and an appointment session each afternoon.

Chris currently works at St Bartholomew's on a Thursday. He has similar skills to practice nurses for dressings vaccinations etc... plus he has advanced skills including mental health care, ordering of bloods, xrays etc...

There followed a discussion about how Chris' role could be best be publicised, as unless patients phone up and are referred to him they may not be aware of him. Perhaps this could be included on the screen in the waiting room?

**3) Minutes of last meeting** were accepted with one correction, point 4 should read 'Practice website' not 'News website'

**4) Matters arising**

Johanna Hearle will chase getting Oxford Champion Leaflets and remove the survey results from the waiting room wall as they have the wrong pie chart on them.

**5) Coffee Morning**

Planned for Thursday 31st January 10 - 11.30 am. Posters have already been put up around the surgery. Penny, Lesley, Patsie and Rachel will attend, getting there at 9.30 to prepare and Johanna will be there anyway. The Drs have said they can't come to the coffee room so we will have one of us in the waiting room to meet and point out to patients that we have a coffee morning running. The practice will provide tea, coffee, milk, sugar and squash. Patsie is providing biscuits. Coffee and tea jugs will be available. Johanna will carry out a risk assessment. A small collection of books will be available to borrow. We will rearrange the tables into a more user friendly layout.

**6) New Patient Survey**

New questions were discussed, Penny will formulate a new survey and then circulate for opinion.

**7) Update on Practice Matters**

There has been no news on the Health Walks yet.



## Patient Participation Group



### **8) Date of Next Meeting**

The next meeting will take place at 5.30pm on Monday 1st April 2019.  
Provisional date for a second coffee morning Thursday 7th March 2019

### **9) AOB**

We discussed how attendance at the PPG should be approached. Penny and Johanna will discuss further.