**Friends of Bridge Medical Centre - Patient Participation Group**

**Tuesday 21st February 2023 at 1300 hours**

**Minutes**

Attendees:- Mary Smith (MS), Paul Smith (PS), Brian Champion (BC), Peter Nicolson (PN), Mary Grace (MG), William Puttick (WP), Jackie Morris (JM), Julie Smith (JS), Tracy Olkers (TO), Jenny Glen (JG).

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| **Point** | **Discussion Item** |
|  | Welcome and apologies  Apologies were received from Agnes Griffin, Elizabeth Tracey and Nav Kalsi. |
|  | Minutes of the Meeting held on 20th December 2022  The minutes were agreed as an accurate record of the meeting. |
|  | Our Chairman  JM announced that Brian Champion (BC), the current Chairman of the Friends of Bridge Medical Centre will be stepping down with immediate effect. BC stated that he had suffered with ill health and on advice, he has decided to step down as the Chair of the PPG. JM expressed sincere thanks on behalf of the Practice and PPG for his service over the duration of his Chairmanship and hoped that he would remain an active member who which BC reassured that he would.  JM stated that she would therefore be looking for a new Chairman and would write out to members separately. Should anyone wish to explore this role with a view to taking it on, they are welcome to discuss this with her. |
|  | PCN Social Prescribers (Tracy Olkers & Jenny Glen)  Tracy & Jenny shared more on their latest valuable work with the PCN and our patient cohort. The Coffee Morning for our PCN patients who are over 18 years of age, socially isolated or suffering with anxiety is going well. This is held monthly at the Revive Café in the Charis Centre from 1030 to 12noon. It is informal, friendly and fun with a serious side too. |
|  | Staffing   1. Recruitment of Advanced Clinical Prescriber   Lewis Daines will be joining the Practice on the 4th April next and will be working 3 days per week. He comes with a wealth of Primary Care experience, can see most medical issues and can prescribe.   1. Recruitment of Receptionist/Administrator   Lucy joined us in early January and is being trained currently. We are still looking for an additional member of the team for 20 hours per week. |
|  | Primary Care Networks (PCNs)   * 1. Engagement with Pharmacy service – update   Bridge have employed the services of Bespoke Clinical Services (BCS) to deal with the day to day prescription queries, medication reviews, discharge summary medication changes etc. Aisha is the Pharmacist working for BCS and will liaise directly with patients when need be.   * 1. Recruitment of PCN Paramedic   Amealia (Millie) has been recruited by the PCN and will be working two long days at Bridge on Monday & Tuesday weekly. She is training for her Advanced Clinical Practitioner qualification over the next 3 years which will result in her being a highly qualified prescriber with the Practice. Millie will work at Southgate Medical Group on Thursday and Friday.   * 1. Recruitment of Emotional Wellbeing – Access Facilitator   Sian will be joining the PCN and spending time at Bridge to see our patients suffering with a serious mental illness. She will endeavor to get these patients to engage with the Practice and also carry out their annual review. |
|  | Projects   1. Feedback on Website   No feedback currently – for the next agenda.   1. Notice Board in waiting area – revamp (DH/JM)   JM to liaise with DH to start this project.   1. Easter Egg Tombola for Charity   Our next meeting will be after Easter so JM to write out to members with a view to identifying a date and drawing up a small project team.   1. Tombola for Charity   JM to write out to members with a view to identifying a date and drawing up a small project team.   1. NHS 75th Anniversary – 05.07.23   JM announced that it is the NHS 75th Anniversary this year in July and invited ideas of how we could mark the occasion. JM advised that one of the Practice staff had said we could invite those patients with a 75th birthday on the same day or month.  JG suggested a memory board made up of stories and images of how the NHS has changed over the last 75 years here in Three Bridges. This was a popular idea with many stories coming forth in the meeting. JM to write out to members inviting their ideas, stories and images of anything relevant to this anniversary. |
|  | Any Other Business |
|  | Date of next meeting – 18th April 2023 – 1300-1400 |