

## **Woodingdean Surgery – Patient Participation Group**

### **First Meeting**

**10<sup>th</sup> October 2011**

**18.30pm – 19.30pm**

#### **Attendees**

Dr Peter Sagar, Dr D Emilianos, Dr Janet Wilson, Practice Nurse Tina Pither, Practice Manager Jane Collins, Reception Manager Wendy Palmer, Receptionist Tracey Martin, Denise Bartup, Linda Paddock, Samantha Forder, Margaret Holding, Verena Smith, Mary Wheeler and Kenneth Mills

#### **Apologies**

Diane Meeten, Liz Stead, Jacqui Grant and Bernice Cumming

#### **Content**

Jane opened the meeting and welcomed everyone and discussed how the meeting would progress during the evening. Introductions were made around the room and Jane explained that there would be a presentation which would explain how groups were developed and what participants can do to help.

The presentation took place and it was stated that anyone requesting the slides after the presentation would be sent them via email.

A mission statement was discussed (examples were shared) as this helps to publicise vision and values and intentions for the group. Participants were asked to consider some statements that they felt reflected the group and to share these at the next meeting.

Jane discussed the new premises and hoped to share more details at the next meeting.

It was also discussed that we needed to reach patients of all ages and ability and participants were asked to come to the next meeting with ideas and suggestions as to how we could encourage new members.

Participants were asked to give suggestions for questions to be included in our patient survey. All were given a slip to fill out with areas for us to focus on.

This in turn will enable us to give a patients perspective in some of our survey content.

Ground rules were discussed and also shared in the presentation.

The date of the next meeting was agreed **Monday 12<sup>th</sup> December 2010**  
**6.30pm – 7,30pm.**

#### **AOB**

It was generally felt this was a great opportunity for the patients and the practice.

More information with regard to the new build was requested to be included at the next meeting.

**Meeting closed 7.30pm**