



Patient Participation Group

PPG Meeting 23rd August - Minutes

Attendees: Celia Marker, Lynn Stephenson, Patricia Evans, Keith Torr, Nigel Davis, Jim Riley, Andy Saunders (Community SWITCH), Gill Foot (Engagement & Communications Coordinator, NHS Dorset), Catherine Jones (Operations Manager), Sophie Flexman (Practice Managers' Assistant, Minute taker)

Apologies: Sally Watson, Carole Ford

1. Introduction to new members

-new members introduced themselves and gave some background. Welcome to the PPG!

2. SWITCH –Andy Saunders.

-Introduction to Social Prescribing role within PCN (Primary Care Network), Pip our Social Prescriber for Barcellos sadly left in July. We have employed two more Social Prescribers for the PCN

-SWITCH stands for '**supporting wellbeing in the community health**'. Taking healthcare 'back to the starting point'.

-SWITCH involves taking information from website resources+ rewriting the content from pt perspective, making the information more accessible.

-Andy asked if the PPG would be interested in participating- they will send the PPG members a link to a resource (e.g., Dorset Minds), the PPG will then research company + rewrite the sources as they would like to be presented to them

-or Andy suggested they can send the PPG a copy of his own rewrite + PPG will review and share opinions,

-Action for Catherine- email SWITCH guide to PPG members

-Celia- involved with similar projects and keen to get involved

-Lynn interested, asks if word documents will be easily accessible and able to edit, Andy assures that docs are easy to amend

-Keith and Nigel also interested

-Jim asks about table for next meeting

-Action for Catherine + Sophie- source table and drinks/snacks for next meeting

-Gill explained some of the terminology used so far for new members:

PPG, patient participation group

PCN, primary care network

CCG, clinical commissioning group

ICS, integrated care system



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-Action for Gill- create a glossary of terminology for PPG members with abbreviations commonly used

-Action for Catherine + Sophie- create flow chart of PCN staff for each meeting

3. Flu clinic volunteers 7/10/23 (Glenmoor) 14/10/23 (Corbin)

-Patricia- 7th Oct

-Nigel- 7th + 14th Oct

-Keith- 7th + 14th Oct

4. Digital session with Julie – arrange date

-Agreed between members that our next meeting on 11th October for digital session with Julie Saunders

5. Discuss and agree Terms of Ref for PPG. (Nigel)

-minutes + Terms of reference to go on Practice website

-email minutes to all PPG members to approve before being published on website

-Website improvement tool- paper copy given to members, optional 'homework'

6. Digital phone system (Nigel)

'cloud based' phone system discussed, plan to move Practice over in near future

7. Provision for any other business

Patricia- does the PPG have any opportunities to do fundraising- discussed idea of fundraising, would require treasurer etc. and to be reg as charity, something to work towards as a PPG

Celia- 'health fair', went to an event in Wimborne involving driving safety etc. organised by police Possibility of elevating carers events with Social Prescribing team via PCN, involve each PPG within the network?

Patricia- new housing in West Parley, concern on how it will impact surgeries, will we get funding, will we extend, hire more staff etc. discussed this and will be discussed with the Partners closer to the time.

Next meeting, 11th Oct 12pm Corbin Avenue