



**Minutes of ASK PPG Meeting Held at Highcross on 27/01/15 at 6 pm**

**Present:** John Butler (JCB);; Mike Wain (MW); Sue Ransome (SR); Gavin Quick (GQ); Richard Watkinson (RW); Susan Stratton (SS); Jo Booth (JB)

**Apologies Received :** Viv Critchley (VC)

**Minutes Previous Meeting** – AA gave her apologies, and advised they would be forwarded shortly.

**Chairs Remarks** – JCB hoped everyone had had a merry Christmas in 2014 and a Happy New Year. He also wished everyone all the best for 2015.

He said he hoped admin staff would write everything down, given the problems he had been experiencing with repeat prescriptions online.

**Matters Arising** – These were covered elsewhere in the agenda.

**Open Day** – MW advised it was still the intention to hold an open day at Kentmere Drive in late Spring. It would be held on a Saturday.

In answer to a question from AA MW advised the Harbour will have some secure areas (as good if not better than those at Parkwood). It was also announced that there would be an open day for the Harbour on march 21 and that Radio Wave would be there.

**Practice Update** – MW advised of some staff changes. Lynn Sutcliffe (one of the nurse practitioners) would be leaving the practice in March to take up a career as a lecturer. She would be replaced by Kay Beaumont.

The question of leaflets advertising the surgery was raised, Gorton Street having just done some we were told. MW advised the practice was looking into doing some drops. As regards the practice

newsletter MW advised the current thinking was to having a succinct version highlighting staff changes and happenings at the practice.

The meeting was also told that according to a recent revision by the NHS the number of patients with the practice had now dropped from a little over 11000 to approximately 10750.

From April the practice was looking to make patient records available online (details such as medication, problems, allergies and appointments would be accessible. It was hoped to do this in a controlled way and eventually open up the details available to patients on a case by case basis.

**Prescription Checking** – MW advised the pharmacies are supposed to ring the patient every month to check the required medication. It is a non NHS service provided by the pharmacies, and it had been agreed by the practice managers that MW would write to each pharmacy on behalf of all practices to all pharmacies pointing out their duty to ensure unnecessary medications are not prescribed and that their right to issue drugs could be at risk if this service was not properly administered. (A copy of one of these letters has since been forwarded to GQ for reference).

**Electronic Prescription** – MW advised a trial involving 2 practices was currently happening – the idea is for prescriptions to be sent electronically to a named pharmacist who can then dispense the required medication and no paperwork being involved.

**EMIS Prescription** – There were a number of comments on the difficulties encountered in ordering repeat prescriptions using the new EMIS system, part of the problem relating to use of cookies. MW agreed to put something on the website, and possibly YouTube to show how to order repeat prescriptions online, in the hope this would help solve the problem.

**Repeat Medications** – Medications are issued for a specific time or number of repeats. These are indicated on the prescription, and are checked in advance of the date when the medication is authorised for. A review takes place, and the patient should be involved in the review.

**Memory Testing** – This is done for people over 60 (over 40 if they have Down's syndrome and 50 if they have learning difficulties) and is offered as a matter of course now when someone meeting one of these criteria comes in for an appointment.

Date and Place of Next Meeting March 3 at Whitegate Medical Centre at 6 pm (AGM).