

Newbold Surgery Patient Participation Group.

Minutes of the meeting on 26<sup>th</sup> July, 2012.

Present were Heather Leigh, Practice Manager, Rachael Carrington, Dep. Manager, Sue Jenkinson, Secretary, Helen Annett, Prac. Admin., David Brown, Kathryn Evans, Dianne McCollum, Barrie Shelbourne, Pauline Sissons, Stephanie Slone.

Apologies were received from Dr Martin Bradley, Peter Bestwick, and Charmaine Saunders.

PLEASE let Sue know if you are unable to attend. 273185.

There were no matters arising from the previous meeting, except that the 'crawlers' requested have been added to the patient call screen.

Heather began by explaining about Care Quality Commission (CQC) registration which is obligatory for all GP practices. CQC is the independent regulator and registration costs £800 per annum. Dr R Barron is practice lead for Newbold Surgery.

The inspectors will visit every practice and talk to staff and patients. Failure to comply with its core standards can result in a fine, warning, closure or suspension of registration.

All practice staff, including clinicians, administration, cleaners and sub-contractors must be CRB (Criminal Records Bureau) checked, and the practice must register between 2nd -25<sup>th</sup> October.

Heather feels that the practice already complies with most requirements.

Rachael then spoke about the flu day. The first delivery of injections is expected on 21<sup>st</sup> Sept, so the 'Hall on the Green' has been booked for the morning of Wednesday 26<sup>th</sup>, from 8.30-12.30 for the over 65s.

We can use the kitchen so we hope to serve refreshments, and have a cake and book stall for fund-raising. The Police and Fire Service will also be there to give safety advice etc. If you are able to give some time on that morning, please let Sue know, so that she can draw up a rota of volunteers. We hope that as many of you as possible will be able to help, if only for an hour.

Date and time of next meeting – Thursday, 6<sup>th</sup> Sept. at 6.30pm when we also have to finalise our plans for the flu day.