

## **HIGH FIELD SURGERY – PATIENT REFERENCE GROUP**

Minutes of the Patient Reference Group held on Tuesday 12<sup>th</sup> September 2015 commencing at 6.30pm

**Present:** Chair - (CG)  
(TA) (MA) (BA) (CA) (DM) (DP) (LB) (PR),  
Practice Manager - Mike Holmes (MH)  
Assistant Manager - Janet Towler (JET)

### **1. Apologies and Introduction**

Apologies: (KB) (GB) (MK)

Introduction: Mandy Lewis from Patient Empowerment Project (PEP) and Chris Brindle from Leeds West Clinical Commissioning Group (CCG) were introduced to the group and thanked for attending the meeting.

### **2. Minutes**

The minutes of the last meeting 15<sup>th</sup> May 2015 had been received and there were no matters arising.

### **3. Patient Empowerment Group**

Mandy Lewis explained to the Group about PEP and how it works. Referrals can be received from the GP's or by self-referral. Patients are assessed and plans put in place to help each individual patient. Mandy distributed information leaflets and answered questions from the Group.

### **4. Leeds West CCG Patient Assurance Group**

Chris Brindle explained to the Group about the CCG's in Leeds and how they plan and pay for the health services.

He further explained the role Patient Leaders and the CCG Patient Assurance Group play within the system.

LB is involved with the Patient Assurance Group (PAG) – a group which meets once a month and is involved in holding the CCG to account from a patient perspective the development of services. It is a diverse group who listen to plans for developing services and ensure that there is adequate engagement of people before services are commissioned. Chris made an open invitation to our group to attend future PAG meetings to further understand their role.

### **5. Future direction of the High Field PPG**

MH pointed out that since the start of the group all objectives, eg reducing DNA's, privacy of the waiting room, Holt Park closure, so far have been met and the group now needs to decide what direction to take in the future.

The group had a copy of the original Terms of Reference, and were asked for their thoughts.

Some early thoughts included:

Could the GPs suggest key objectives they would like looking at to see where the group can help?  
What services are the Practice looking to develop in the future.? Could the group help?  
Does the group need to attract new members, possibly try to diversify?  
CG suggested a change of Chairman may inject new focus?

Unfortunately we ran out of time so everyone was asked to send MH via email any further thoughts or ideas to help the group move forward.

**6. Any Other Business**

The date of the next meeting was fixed for Tuesday 12th January 2016.

CG thanked everyone for attending.  
The meeting closed at 7.45pm