



**CLIFF HOUSE
MEDICAL PRACTICE**

82 Burton Road, Lincoln LN1 3LJ - Tel: 01522 872872 Fax: 01522 872875
24 Gresham Street, Lincoln LN1 3AQ – Tel: 01522 872878 Fax: 01522 872880
E-mail: liwccg.c83073@nhs.net

Minutes of the PPG Meeting Held 14 May 2018 at 17:30

Present – TM, JM, EA, MS, CK, RL, MW, WH, PR, DS

Apologies - RP, MB, JB, AS

Matters discussed	Actions
<p>Minutes from the last meeting were agreed. There were no matters arising from the last meeting.</p> <p><u>New Contract</u> Errum confirmed that the new contract is in place from 1 April 2018, and that the Practice had successfully joined a federation of local Practices i.e. IMP Healthcare, and Errum explained that doing this would ensure protection of services. Errum shared that extended hours would be worked within the group of Practices and that Cliff House would be a part of that service.</p> <p><u>Practice Pharmacist Feedback</u> Shiraz, the Practice Pharmacist, is still having a positive impact on the care of patients, he is helping with medication issues, medication reviews and GPs can refer to him if needed. He has completed his prescriber training and once a Prescriber Code has been issued for him he will be able to prescribe certain medications. Errum also shared how the Practice is doing repeat dispensing for patients on multiple medication, this allows prescriptions to be sent to pharmacy for a 12mth period (at intervals e.g. monthly). Patient must be stable on their current medication.</p>	

PPG Constitution

The Constitution was given out to all members and a copy signed by Ted, Chair for retention.

Staffing

Dr Ngozi is going on sabbatical for 1 year to Australia and therefore will not be working with us. Dr McMillan is going to be working closer to home until the end of Summer and therefore will not be working with us.

Dr Jasmina will be working full-time for 3 years under a pilot International Recruitment scheme. Rehaan will be available to join the Practice in 3 years.

Dr Saha is Clinical Lead. Dr Dasari and Dr Al-Kubaisi are sessional GPs.

Doctors sessions have been increased by a total of 3 per week.

Reception staff are being increased to allow for increased workload. A note will be put on reception to advise patients that some of the staff are new and to be patient.

Mary

Prescribing

The Practice prescribing budget has been reduced. Also some medications are to be bought over the counter by the patient now.

GDPR

Mary went into detail with regards to GDPR and how it will affect the Practice. A privacy notice has been put on the website and in the waiting area. All staff have been notified of what information is held about them.

Check In Screen

JM asked for an update on the check-in screen. The Practice is in the process of asking the system supplier if the Practice can purchase a touch screen and IT connect it, this would be substantially cheaper.

Any other business

Comments box to be put back on the wall.

Next meeting – 17/9/18 at 5.30pm

Mary

