**PPG Meeting**

**Carnarvon Medical Centre**

**Held on: 27th February 2025**

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| **Present** |
| Maggie Joscelyne | MJ | Chairperson  |
| Deborah McGrory | DM |  |
| Vivienne Oats | VO |  |
| Paul Lieberman | PL |  |
| Eileen Marshall | EM |  |
| Dawn Thwaites | DT |  |
| Dawn McDonald | DM |  |
| Majzoub Ali | MA |  |
| Veena Sood | VS |  |
| Chand Sood | CS |  |
| Karen Goringe | KG | Practice Manager |
| Shelley Haque | SH | Medical Secretary |
| **Apologies** |
|  |  |  |
| **Chair** |
| Maggie Joscelyne/Karen Goringe |  |  |
| **Minutes** |
| Shelley |  |  |

 Action

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| 1. **Welcome**
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| KG Welcomed everyone to the meeting and introduced herself as new practice manager.  |  |
| 1. **Test Results**
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| Test results cannot be given until seen and filed by a doctor. Test results can be seen on the NHS app. All results ordered by the hospital/consultants should be given and explained by the that requesting clinic and not Carnarvon.  |  |
| 1. **Parking**
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| Parking – no new updates. It was agreed this should not go on the agenda in the future. If the practice has any updates the practice manager will let patients know. This will most likely be through the website or information displayed in the surgery. |  |
| 1. **Blood test forms**
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| Unfortunately, this will still be in paper form for the future or until the hospital change their system. Carnarvon offers blood tests on Monday and Tuesday mornings. Patients should book with the reception team. |  |
| 1. **Retention of Doctors**
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| We have four salaried GPs at the surgery as well as one partner GP. We also have 3 ANPs allocated from the PCN (Primary Care Network) and a physicians associate also allocated from the PCN. These are listed on our website. As much as we try to retain our clinical staff, life changes and people do move on or have other commitments. As a team we always feel sad when a clinician decides to leave us. |  |
| **6.Repeat Prescriptions for Long Term Illnesses** |  |
| It is the GP’s discretion whether prescriptions are given for 28,56 or 84 days. Controlled drugs can only be given for 28 days at a time. Medication reviews are done annually. These reviews are for patient safety, making sure they are working and not interacting with other medicines etc.  |  |
| **7.ADHD Medication** |  |
| From May 2025 Carnarvon Medical Centre has opted out to prescribing ADHD medication. There will no longer be any shared care plans for ADHD. Please see ICB https://www.midandsouthessex.ics.nhs.uk/contact/ for more information.  |  |
| **8.Informing Southend Council re PPG cancellation** |  |
| The surgery is not aware of any need to inform the council of cancelling any of our PPG meetings. The council are not involved with our meetings and do not need to know of any cancellations.  |  |
| **9. Working in Silos**  |  |
| To avoid working in silos, the surgery works with other agencies to establish shared goals, implement effective communication tools, and promote cross-functional teams. Transparency, open communication, and a unified vision are also crucial to breaking down barriers and encouraging teamwork. |  |
| 10. AOB |  |
| Add the name of the person who raised an item onto the agenda.Reauthorising medication – unfortunately our S1 does not have the facility to automatically reauthorise.GP reminder – appointments are for one issue only. Double appointments can be booked but only in advance.  |  |

The meeting finished at 1.15PM

Date of next meeting: 29th May 2025 a 12pm

Minutes circulated via email

***All personal comments/issues raised by patients at this meeting have not been included in these minutes due to patient confidentiality.***

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