



**Woodside Medical Practice
Patient Participation Group Meeting
Minutes - Date: 05.09.19**

Present:

EL – Staff
LT – Staff
JS – WMP Ptn
DC – WMP Ptn
DW – WMP Ptn
MM – WMP Ptn

ITEM DISCUSSED	ACTION BY WHOM / WHEN	UPDATE
<p><u>Minutes of last meeting</u></p> <p>WiFi – this is still not working for patients.</p>		
<p>Transport - Still transport issue for patients in Ironbridge areas</p>	<p>DW will provide some information for transport</p>	
<p>Patient call in system – slides move too fast so no time to read.</p>		
<p>Any Other Business:</p> <p><u>PPG Members</u></p> <p>More people needed to join PPG. It was suggested by JS that we have information put on the screen in Park Lane Centre and she will speak to Nursery Manager about speaking to younger mums about joining PPG</p> <p><u>Military Records</u></p> <p>DW –asking if we kept military records in our notes. LT informed him if patient provides them, we will have this information in records.</p> <p><u>Macmillan Coffee Morning</u></p> <p>All staff organised for cake donations. DW suggested raffle. EL tasked staff for donations. DW will do raffle on coffee morning.</p> <p>DW – suggestions to put on digital screen ‘to get your coat off ready’ to save time for nurses. Could a slide for Park Lane Centre be organised to promote flu jabs?</p> <p>MM – as a new PPG member, would like copies of minutes of previous meetings.</p> <p>Mobile phone texts are not being received to confirm appointment times.</p> <p>Can a message be put on digital screen that patients can request double appointments if they have more than one issue?</p>		
<p align="center">Many thanks to all those who attended or sent apologies for their continued support of the PPG, the Practice and our work together</p>		
<p><u>Date of Next Meeting:</u></p> <p>Thursday 24th October 11.00 – 12.00 – to be confirmed</p>		