

# MINUTES

## GREAT HARWOOD MEDICAL GROUP PATIENT PARTICIPATION GROUP MEETING

Date & Time: Wednesday 19<sup>th</sup> March 2014  
2.00pm – 3.00pm

Venue: Library / Resource Room  
Great Harwood Health Centre

Those Present: Dr Grayson - GP  
S Lord – Practice Manager  
C O'Brien - Patient  
J Hall – Patient  
A Barker – Patient  
G Whitehead – Patient  
D Cockett – Patient  
I Robinson – Patient  
S Knott - Patient

Apologies: G Brown – Patient  
J Ashworth – Patient  
D Bury – Patient  
B Chippendale – Patient  
A Cunningham - Patient  
U Bolton – Patient  
C Dunn – Patient  
T McAloon - Patient

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### Welcome and Introductions

Dr Grayson welcomed the two new members and gave a brief history of the group to date.

### Minutes from last meeting

Accepted without any amendments.

### Survey Results



Patient Survey  
Results - 2014.pdf

The results from this year's survey were discussed. It was a disappointing response with just 21 completed surveys returned. Some members felt the survey was too long and should be shortened next year. There were some reassuring results and some areas for improvement as expected.

### Action Plan

The action plan for the coming year was formed following discussions of the survey results.



Action Plan 2014.pdf

## **Terms of Reference - Nominations for Chair, Vice Chair and Secretary**



Terms of  
Reference.docx

Two members expressed an interest in the roles of Chair (S Knott) and Secretary (C O'Brien) with IT support from G Whitehead. S Lord will provide them with more information on what their role would involve if they were appointed. Hopefully at next month's meeting these positions will be filled.

### **Any Other Business**

C O'Brien has been looking at the National Association for Patient Participation Website and discovered that there is a Patient Participation Awareness Week running from 2<sup>nd</sup> – 7<sup>th</sup> June 2014. All felt it would be a good idea to run events in the health centre during this week to raise awareness of the group.



Patient Participation  
Resource 2014 v3.do

### **Future Meetings**

Date & time of next meeting:      Wednesday 30<sup>th</sup> April 2014 2pm