

Kingswinford Medical Practice

Patient Participation Group

Annual Report 2017

Introduction:

PPGs were first set up in 1972. However from April 1st 2015 it became a contractual requirement for practices in England to form a patient participation group (PPG).
(Source: napp.org.uk. "PPGs and the GP Contract.")

NAPP is saying that in practice PPGs can play a number of roles: (Source: napp.org.uk)

- i) Advising the Practice on the patient perspective.
 - ii) Organising health promotion events
 - iii) Communicating with the wider patient body
 - iv) Running volunteer services and support groups to meet local needs
 - v) Carrying out research into the views of those who use the Practice (and their Carers)
 - vi) Influence the Practice and wider NHS to improve Commissioning
 - vii) Fundraising to improve the services provided by the Practice
- (Source: napp.org.uk "PPGs and the GP contract. ") and ("About PPGs, What are PPGs")*

The Patients Association in 2015 produced guidance for starting a PPG some of the questions to ask were stated as:

- i) What does the Practice expect from the PPG
 - ii) What does the PPG want to achieve
 - iii) What are the challenges and opportunities
- (Source: Patient Association Patient Participation Group Guidance for starting a PPG. Support Pack leaflet 2.)*

Action Plan 2017

The PPG Action Plan for 2017 formed the basis of the work of the KMP PPG during the year. The main priorities set out in the PPG Action Plan for 2017 were:

- i) To update and develop the PPG web page
- ii) To create our own email address
- iii) To begin to complete small projects.
- iv) To invite guest speakers who would inform the PPG of local health development.
- v) To develop closer working with NAPP
- vi) To update our notice board

Completing these small but important goals was extremely vital in establishing a firm foundation on which to strengthen the PPG for the future. The 2018 Action Plan will be based on the function and role of the PPG as discussed at future PPG meetings.

PPG Meeting dates and membership during 2017

PPG committee officials during 2017:-

Mr R Wicken Chair; Mrs B Bolton Vice Chair;
Mrs J Green Treasurer; Mr R Parker Secretary.

Regular reports are provided to the PPG meetings by the Practice Manager, the Treasurer and the Secretary.

Meeting dates 2017

February 2nd AGM; March 23rd; April 27th; July 20th; September 12th November 21st

Membership records were recently updated revealing a membership figure of 14, plus the Practice Manager. However, only 8 members plus the Practice Manager attend meetings on a regular basis.

Achievements.

Web page – Progress has been made in updating the KMP PPG web page due to the work of the KMP IT Manager. PPG web page content is updated by the Vice Chair and then passed on to the IT Manager. Due to the efforts of the KMP Business Manager the PPG has a dedicated NHS email account. The document setting out the PPG constitution is available for patients via a link on the web page. Patients can also download an information form to request information about the PPG. The web page address is www.kingswinfordmedicalcentre.nhs.uk/patient-panel/. The PPG email address is kmp.ppg@nhs.net.

Children's Art Project- Funding was applied for and successfully obtained from the Dudley CVS Purse Fund. This enabled the PPG to purchase a table and chairs plus art materials suitable for children. The PPG also purchased achievement stickers as a reward for drawing a picture. A local printer was approached to design posters suitable for promoting the art corner. The PPG is also sourcing a new floor standing mobile notice board to provide extra space to display PPG related material. The PPG Treasurer, the Practice Manager and the Vice Chair have worked diligently to help bring this project to fruition.

NAPP – the PPG is an affiliated member of NAPP. This means we have our own password that allows access to member's resources. We are also members of the NAPP 100 Club. This involves the PPG providing a quick response within 5-10 days on health related questionnaires. A link to the KMP PPG webpage is available from the members section of the NAPP web site. The Vice Chair has been in communication with NAPP many times in order to raise the profile of the KMP PPG

On-line appointments: The PPG will begin to help the Practice promote the on-line appointment system once T-shirts have been received. The T-shirts will display PPG branding with the new slogan "Make a Difference, Join the PPG". The T-shirts also promote the on-line appointment service. It is hoped that PPG members will wear the T-shirts when interacting with patients.

Health Education. The PPG responded to a request from the Practice Manager to help purchase books on the role of a healthy diet in diabetes. This project supports one of our constitutional aims i.e. increasing patients' awareness of health related issues. Dr Moseley has published several titles on the importance of a healthy diet. He has also published books informing the public about the importance on health of a healthy gastrointestinal system. The Treasurer, on behalf of the PPG, has purchased 4 books relating to diet and diabetes by Dr Michael Moseley. The diabetic nurse will manage the loan of books to her diabetic patients.

Outside talks: Chris Barron from Dudley Healthwatch gave an interesting and informative talk to PPG members. Chris spoke about the work Dudley Healthwatch undertakes and the help available to carers. The PPG will continue to invite people to talk to their meetings during 2018 this will help members keep abreast of local health developments

Keeping in touch with local organisation: Reports of local POPs and KABs meetings are regularly given by two PPG members. This helps the PPG keep up to date with local developments.

Future tasks: The PPG will develop an action plan for 2018 which will build on current achievements. The action plan will be based on the function and role of the PPG as seen by the Practice and PPG members. The work may require a focus group to develop the detail that will take the Action Plan forward.

The PPG also aims to increase membership by actively raising awareness of the role of the PPG in as many ways as possible.

Report on the work of the PPG during 2017

Barbara Bolton, Vice Chair.

December 31st 2017