



Minutes

Boultham Park Medical Practice Patient Participation Group Annual General Meeting 4th March 2021

PRESENT: Isobel Webster (Chairperson)
 Neil Hewson (Practice Manager)
 Brian Harding
 Janet Harding
 Cathy Hanger
 Rosie Damarell
 Sandra Williams
 Angi Smith
 Dr Jackson (GP Representative)
 Colin Damarell (Secretary)

Agenda Items

Action

The meeting was opened at 18:30 hours.

1. Welcome & Apologies

Isobel welcomed all to the meeting.

On behalf of the Practice, Neil expressed his thanks to Isobel and Colin for their time as Chairperson and Secretary.

2. PPG Business

Isobel asked if there were any nominees to take over from her as the Chairperson for the PPG. Angi nominated Isobel who agreed to continue in the role.

Janet proposed Isobel as the new Chairperson and this was seconded by Colin. Carried

Colin volunteered to continue as Secretary unless anyone else would like to take over from him. There were no other volunteers.

Brian proposed Colin as the Secretary and this was seconded by Cathy. Carried



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3. PPG Meeting Dates for 2021/2022

A discussion was carried out to identify convenient dates for PPG meetings to be held over the next year. The dates for the meetings were suggested as:

3rd Jun 2021

9th Sep 2021

2nd Dec 2021

3rd Mar 2022 (AGM)

These dates would be reviewed nearer the time of each meeting to ensure a minimum of 50% attendance. This would also take into consideration whether the meetings were on 'Zoom' or in the Practice building.

4. Minutes of the Last Meeting

Isobel asked for it to be confirmed that the minutes were a true record of the last meeting.

Proposed by Cathy

Seconded by Janet

All

Carried

5. Matters Arising

Janet stated that the title of the document was a little confusing. Colin apologised and would correct this.

Cathy asked if the three first contact physios had been employed. Neil agreed to expand on this when he discusses the new staff and roles.

Neil raised the matter of the Learning Disability Register, which has become high profile due to COVID-19 and confirmed that they are exceeding the 80% government target for annual health checks.

Neil commented that some amendments to paragraph 5d of the previous minutes that it should read:

- Dr Dodgson not Dr Dobson, who left after completing his training.
- Dr (Roxanna) Dudas-Alexe completed her final element of GP training and left as a new fully qualified GP.



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6. COVID-19 Update

Neil updated the PPG on the current status. He stated that the program is as good as the politicians have been stating. The Practice gave their first vaccines on the 8th January and have been delivering vaccines every week since that date.

Neil

Working down the list of priorities has been the responsibility of each PCN and within our network Boultham Park are responsible for their own patients. In February, when the mass vaccination program started which included the opening of the facility at Lincolnshire Show Ground, NHS England started sending out invitations by letter for people to attend these facilities.

However, unlike NHS England, the Practice are able to exclude those patients who are unable to have the vaccine (for various reasons) and therefore have not experienced many failures to attend. They have been using both vaccines at the PCN located in Ruston's Sports Centre, although logistically the Pfizer vaccine is more difficult as they have to use it within 3.5 days or it is thrown away. That said, the Practice have managed the delivery in such a way that they have not thrown any away. Consequently, the Practice does not have any options when offering patients time to attend their vaccination.

Since the arrival of the AstraZeneca vaccine, the Practice has been able to be more flexible in the delivery of the vaccination and have even run some smaller clinics within the Practice building. This still means that patients have to make themselves available for the vaccination when they are offered it.

All

The Practice have completed the vaccinations down to Cohort Level 4. At the start of Cohort Level 5, NHS England mass vaccination started. This led to some confusion as the Practice were inviting patients to attend a vaccination when they had already accepted and invitation to attend one at the Lincolnshire Showground. Consequently, the Practice are not going to deliver to Cohort Level 5 but will focus on Cohort Level 6 which is a lot more complex with patients having 'at risk' conditions.

The health records held at the Practice are updated if a patient attends a mass vaccination site so the Practice does not waste time contacting those who have attended these sites.

All



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Overall, Neil reported that the program is going very well and has been a bit 'humbling' at times. There have been occasions when patients have burst into tears with gratitude at being told they will receive the vaccination and now see a 'way out'. The team delivering the vaccinations has been very hard work but has been an enjoyable tangible experience. The Practice is on target and updates are all published on the Practice website and Facebook.

Brian asked if it was possible to mix the vaccines and Dr Jackson responded by saying that at this moment in time there is no mixing going on nationally. There is some testing going on with this but currently there is no plan to mix the vaccines between the two injections.

Isobel stated that she has read on different Facebook accounts how pleased people are with the roll out of the vaccination and was herself pleased to be in a country with an NHS where everything is in place for an emergency roll out. We as a country should be so grateful. This was agreed by the whole group.

It was proposed by Angi that a formal vote of thanks be given to all the people behind the scenes at BPMP for making the roll out of the vaccinations such a success and that it hasn't gone un-noticed and this they are recognised for this. Added to this the Practice has continued its open doors policy and have kept up serving its patients for non-COVID issues. This was agreed by all.

Neil

7. New Staff and New Roles in the Practice

First Contact Physio's (FCPs) – The Practice now has Thea Boyd working at the Practice. Technically employed by the Apex PCN, she is doing 4 sessions a week on Tuesday and Friday.

Dr Jackson advised that the reception staff are not yet trained to triage for this so the appointments are currently placed by the Doctors on assessment. Dr Jackson expressed that a good thing about the service is that those patients requiring it do not have to wait excessive amounts of time to benefit from it. Particularly for those who have manual jobs/self-employed who need to get better quickly so they can resume their work. He has asked the PCN if the contract for the FCPs starts at three years because of the benefits they bring to patients. There will be training given to the reception staff to be able to triage for this service.

Our premises are also hosting the FCPs for Newark Road which is another example of working closely with Newark Road Practice.



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Neil also advised that the Practice now has a Pharmacy Tech, who is not able to prescribe but is able to provide a significant 'step up' with the background work. Her name is Lucy Morris. She was with us for 3 months but we are hoping to have more access to these. This will give more time to the Clinical Pharmacist which in turn frees up more time for the doctors.

We have two new receptionists, Luke and Kate. Sophie has left the Practice to take up a new post at Lincoln County Hospital. We all wish Sophie well in her new role. This increases the reception staff by one.

Currently, the Social Prescriber has been remote from the Practice but Neil gave an example where a Social Prescriber is a benefit. They intervened where a patient was feeling so low that they were not interested in having the COVID vaccine as he had no family/friends etc. Consequently, that patient was referred for the required help and subsequently received their vaccination.

8. Practice Website

Neil described how the website is now up and running and is a lot more user friendly than the old one. Obviously, there hasn't been much time available but the progress is ongoing. Neil welcomes any updates to the website we might have. Rosie suggested photographs of the team for the benefit of the patients and Neil will consider this. Another request by Cathy was to ensure the Practice defibrillator location is highlighted. Neil will look into a link being created on our website to show the location of our defibrillator and others in the area.

Neil

9. Next Meeting

There being no further business the meeting was closed at 19:30 hours. The next meeting is planned for 3rd June 2020.

Colin Damarell
PPG Secretary