**MINUTES OF VIRTUAL PPG MEETING HELD ON TUESDAY 02 JUNE 2020**

**1. Present:** AW, JL, ET, Dr RS, RF, JR, CHi, SC, ND, PS, HD, LC.

**2. Apologies:** NN, RC, MS, SS, BD, CHe, JW, JM, ST.

**3. Introductions:** Dr RS introduced herself as a new GP partner. There have been no new additions to the Practice staff.

**4. COVID-19 Update:** JL updated the group on what the Practice has completed during the Coronavirus pandemic. The doors of the surgery have been closed to help prevent the spread of the virus and discussions are now underway in relation to reopening, but no timescale can be put on this just yet. JL confirmed although the main doors are closed we have continued to see patients through the pandemic.

The surgery has implemented software for patients and consultations. The first is e-Consult which is something any patient can access from the home page of the website. An online consultation can be filled out for medical advice, treatment, sick notes or even general advice and it will be reviewed by the Practice before the end of the following working day. Recent reports show that the surgery has around 70 e-Consults submitted per week. AccuRX is the second system which is a software used by the clinicians to enable video consultations and also the ability to receive photographs from patients that can be saved into their medical record.

 JL advised that no accurate figure can be given for confirmed cases of Coronavirus, but there is a hot site available for clinicians to book patients into at Princess Royal if they need to be seen and have Coronavirus symptoms. No tests can be arranged through the surgery at the moment, awaiting further updates.

 RF said that the surgery is in plenty of stock of hand sanitizer at the moment, but that washing your hands thoroughly for 20 seconds proves a lot more effective.

**5. Research Ready:** JL announced that the Practice has actively become involved in research studies. The surgery has currently been accepted on two studies, one for patients and one for staff. Patients can self-refer through a link on the website where the study looks at illnesses/symptoms that have been suffered with patients relating to Coronavirus. The study for staff has involved a detailed questionnaire on how they have coped with the stresses during the difficult times of the pandemic within primary care.

**6. PCN Pharmacist:** JL stated that the surgery has a Pharmacist working with them in the PCN who supports the GP’s and carries out routine medication reviews. It is hoped that the Pharmacist will have involvement in the weekly check-in with the care homes, but this is an ongoing plan that hopefully will be set up shortly.

**7. Summer Newsletter:** CHi informed the group that the deadline for the newsletter was the 26th June and currently has the following items to include:

 **-** Focus on Dr RS

 **-** COVID-19 Update

 **-** Research Ready

 **-** New GP Registrars (set to join in August)

 **-** e-Consult and AccuRX

 **-** Asthma and Hayfever section with RF

 **-** Extended Access – Appointments outside of contracted hours

 Dr RS will gather some bullet points to forward to CHi. JL will send a list of the new registrars to CHi. RF will liaise with CHi about the Asthma and Hayfever section. AW will speak to the clinicians at the surgery at their next meeting to encourage everyone to collect patient feedback on the e-Consult and AccuRX service.

**8. Any Other Business:**

 **a-Carer’s Count**

HD advised the group that Carer’s Count are still open during these times and are encouraging new referrals. The Virtual Carer’s Week will be held next week that include activities and support online. This information has been advertised on the surgery website and displayed within the Practice.

**9. Date and Time of Next Meeting:** The next meeting has not yet been decided, but will be circulated to all members when something has been agreed.

 The meeting closed at 14:20.