



Patient Participation Group

Agenda

Date: Wednesday 2nd Feb 17:30 to 18:35

Venue: Via teams OR Chadwick rd

Room: Meeting Room

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| 1. Welcome and Introductions | 3 mins |
| 2. Review of actions from last meeting | 12 min |
| 3. Covid operating update | 5 mins |
| 4. New in house services (FCP) | 5 mins |
| 5. Extend hours trail (Saturday mornings) | 10 mins |
| 6. PPG Free talk | 20mins |
| 7. Priorities for 2022 | 10 mins |
| 8. AOB | 5 mins |

	Action from Meeting 21 Nov 2021	By whom	By when
1	Schedule PPG quarterly meeting for 2022	TP	2 nd Feb 2022
2	Recruit stable clinical team	TP	Spring 2022
3	Recruit female GP	TP	Immediately
4	Trial different operation models to improve appointment booking	TP	To feedback Feb 2 nd 2022
5	Engage PPG in the design process of the new website - send link	TP	Expected early Dec 2022
6	Update Telephone system (message AND option)	TP	Jan 22
7	Organise consists process for booking patient follow up appointments	TP	Jan 22