

# MONIFIETH MEDICAL PRACTICE

## PATIENT ADVISORY GROUP

Minutes of Group meeting held on Wednesday 20<sup>th</sup> November 2019

### PRESENT

Eric Blyth (Acting chair)  
Enza Gibson  
Pam Hodge  
Fiona McMillan  
Irene Cairnie (Secretary)  
Charlotte MacCrimmon  
Bill Harper  
Anne McLagan (Retiring Chair)  
Cath Young  
Ann Dodds  
Edith Christie

### IN ATTENDANCE

Dr Natasha Usher, G.P.

### APOLOGIES

Eddie Mahoney  
Shirley Miller

- |        |                                    |               |
|--------|------------------------------------|---------------|
| Item 1 | Apologies (see above)              | (Fiona)       |
| Item 2 | Minutes of last meeting (Approved) | (Irene/Fiona) |
| Item 3 | <u>Selection of Interim Chair</u>  | (All)         |

Eric acting as Chair at present, but stressed that he could not continue in that role indefinitely due to his own workload/responsibilities. Pressing need for someone to step forward. He stressed that the position was not an onerous one. Meanwhile he thanked Anne for all her hard work over the last six years.

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|--------|---------------------------|--------|
| Item 4 | <u>Treasurer's Report</u> | (Enza) |
|--------|---------------------------|--------|

The Group's bank account with RBS is now open and ready to use. We have now got a cheque book and a Debit Card and all transactions require two signatures which, at present will be Enza, Irene and Eric.

At present the account balance is Nil, but last year's allocation of £900, should have been allocated to the group. Eric is to put in a funding bid in this year's allocation with Health and Local Care Partnership. With reference to the Boy Scout Distribution of leaflets costing £150, it was reported that there were not enough leaflets to go round, so there will be no refund.

Item 5                      Retirement of Dr MacLean                      (Eric)

Both Dr Usher and Eric confirmed that Dr MacLean would be retiring at the end of March 2020 for good. Dr McCulloch is taking up a Partnership at the Practice but that does not help the shortage of doctors generally.

Item 6                      Review of PAG Constitution                      (Eric)

The Group went over the present Constitution and agreed to change certain things/wordings and delete others. Eric will draw up a new Constitution to reflect these changes and will post the new format on email to Group members. Meanwhile, Edith has been in touch with Marion Fenwick/Diane Meek of Academy Health Centre, Forfar, and also Sam Riddell of Westgate Health Centre to see how they recruit/operate their PPGs. (posted on email).

Item 7                      GP Contract Implementation Group - Update.                      (Eric)

In process of trying to recruit new GP but it is proving problematic – advert has been out for three weeks but no replies so far. May need to advertise nationwide. We need to recruit a GP to cover another five sessions. Advanced Nurse Practitioner is good but cannot replace a GP in certain areas. We are continuing with input from Under/Post Graduate Students. The new GP Contract has improved quality and allows 15 minute appointments. Patients can get prescriptions for minor ailments, e.g. urine/eye infections from the Pharmacy without seeing a doctor. 1<sup>st</sup> Physio will be up and running post December 2019.

Item 8                      The pressure on the practice from new patients joining, is not going away. Last resort is to close the patients' list. Advance booking can now be made for 4 weeks ahead. Monthly appointment list quickly fills up, hence the need to operate a Care Navigation System (now common throughout Scotland). i.e. asking you what is wrong before getting an appointment. Eric advises patients should accept whatever appointment they are offered. Re future flu jabs – They will be done by specialist teams coming into the Health Centre (or other venues), not the Practice staff as at present. Eric

reported that the Practice is reducing the number of letters sent out to patients – contact will be done via mobile phones.

Item 9

See previous notes.

A.O.B

Hospital Referrals

(Edith)

Routine referrals normally are within five days. Secretary will do the referrals and process them digitally in batches (via audio typing)  
Referrals can be passed on to other agencies, e.g. Physio if deemed appropriate.

Reference Future Meetings

If Eric is unavailable, his place as Management Rep will be taken by Elaine Fyffe.

The proposed date of next meeting is 19<sup>th</sup> February 2020 at 1.15pm.