



Crossley Street Surgery
Patient Participation Group
Minutes of Meeting held at the Surgery
on 20 February 2025

Present: AH, LB, JD, FS, TG, ST, MT, KS, PG, AD, S-J Martin (Practice Manager).

1. Welcome and Apologies	AH welcomed those present. There were no Apologies for non-attendance.
2. Approval of Minutes	The Group's January Minutes were approved.
3. Fundraising	<p>LB had circulated a list of the key elements connected with the launch of the fundraising campaign for a Dermatoscope. Each of these elements was discussed and clarification where needed was given. It was agreed that Monday 24 February would be launch date of the GoFundMe page and when letters for grant applications would be sent. Information would be displayed within the surgery that would explain about the fundraising and show how donations could be made. Information would also be shown on the Practice website and FB page as well as via the PPG Noticeboard and Newsletter. A 'donation thermometer' will be displayed in three places inside the surgery and this will be updated each week to show the progress being made. Members volunteered to undertake a variety of jobs that would arise as the campaign progressed and offered to promote the fundraising in person and on social media whenever an opportunity arose.</p> <p>Members had worked very hard to reach this stage and were thanked by S-J on behalf of the Practice.</p>
4. Surgery Update	<p>One member of the Data Quality Team is about to go on Maternity Leave. A new staff member has been appointed to cover this period and will remain in post following the Team member returning from Maternity Leave. Two new Reception staff will start at the beginning of March.</p> <p>RSV vaccination clinics continue to be held as patients become eligible. Currently this means running two designated clinics a month. The 25th February clinic is already full with two others to be held in March (12th and 26th). This vaccine is given only once (in the same way as the Shingles vaccine). Two groups of patients are eligible for the vaccine – anyone who is more than 28 weeks pregnant; and anyone aged 75 to 79.</p> <p>The Practice is going to become a 'Parkrun Practice' and is working alongside Wetherby Parkrun to encourage patients to either run or walk 5k to support both their physical and mental well being. Information will be put on the Practice website and FB page.</p> <p>S-J asked members if they might consider assisting the Practice in two new initiatives: Assisting with meet ups for Carers;</p>

	<p>and with meet ups for Veterans. These will take the form of tea/coffee mornings in the Town Hall on a quarterly basis. Members supported both these initiatives and offered their support.</p> <p>Appointments in January: A total of 5,475 GP and Nurse appointments were made. 1,715 of these were Nurse/HCA appointments, 2,241 were face-to-face appointments, 378 were telephone appointments, 985 were triage appointments and 156 were home visits. The number of appointments where a patient did not attend was 62. Of these, 38 were with a GP, 12 with a Nurse and 12 with an HCA and represent a total of 25hrs and 42mins.</p>
5. Matters Arising from Jan Minutes	<p>Hearing Test Service: Response received from S-J Martin following the meeting: Information for patients will be put on the Practice website as well as on FB in the next few weeks. Patients need to be referred by their GP as it is an NHS service managed by Meanwood Group Practice. A question was raised about patients being referred for cochlear implants. S-J to seek clarification on this.</p> <p>Jobs PPG Members might do to help staff and/or patients: S-J compiling a list. Item c/f to March meeting.</p> <p>NHS App: Response received from S-J Martin following the meeting for clarification - Pt informed message on NHS App and also on patient record: The reason patients get the 'Pt informed' message when looking at the App is, as soon as a patient opens the message and sees the information (be it blood test or other result) the app recognises the patient as having received the message and is now informed of the result. This is then updated on the patient's record for when the GP reviews their results. The GP then knows the patient has seen the result so knows it is 'normal' or that they have been informed of an 'abnormal' result.</p> <p>Involving You Newsletter: LB had circulated a copy of the ICB's Newsletter to members.</p>
6. AOB	It was agreed that, in future, all PPG Minutes would be archived only by the Practice Data Quality Team.
7. Date of Next Meeting	4 p.m. Thursday 20 March 2025.