

Wychbury Patient Participation Group Meeting

Monday 10 March 2025
Wychbury Medical Centre

Attendees:

See attendance list

For the benefit of the Minutes –

SR: Sarah Reid, WMG: Wychbury Medical Group, PPG: Patient Participation Group

Meeting Start Time 18:35pm

1. Welcome and Apologies

SR welcomed all to the group.

There were 6 apologies for this evening's meeting

2. Minutes/Notes, actions and matters arising from last meeting

Currently not applicable

3. Support from other PPG's in Dudley

SR has contacted other local Practices who have established PPG's set up and 3 Practices have replied with information to help build WMG's PPG. SR enquired with all in attendance today if they would be happy for another meeting to be held in the near future with guest speaks from one of the PPG's to attend to explain their experience of their PPG. All in attendance were happy for another meeting to be arranged. ***Date to be confirmed with guest speaker to attend.***

PPG members from WMG have also been invited to attend other Practice's PPG Meetings to sit and observe as a one-off.

4. & 5. PPG Email account and PPG Chair and Secretary Role

The PPG is required to have the following roles in position officially: Chair of PPG, Vice Chair of PPG and Secretary of PPG.

The Chair will be responsible of managing a PPG email account which can be set up once roles have been elected.

SR will email roles and expectations out to the PPG group prior to members expressing interest. Roles will be nominated and elected on an annual basis by vote. ***SR to email role information out to group.***

Any members who are interested in putting themselves forward for any of the above roles should email interest to SR with their skill set and what they can offer to the roles. ***Interest of roles to be sent to SR.***

There were also discussions as well as setting up a PPG email account managed by the Chair, whether it would be beneficial for a WhatsApp group to be set up. This can be looked at in the future once roles have been elected and the PPG is more established.

6. Practice Update

- GP Contract Update 2025/26

Presentation with GP Contract update was shown during this evenings meeting. ***SR to circulate presentation with PPG Minutes of Meeting.***

7. Future Projects

- Spring Newsletter

The Practice's Spring Newsletter is due to go out to patients in the near future, ***brief information on the PPG to be included in the newsletter.***

- NHS App Event

The Practice is looking at holding a drop-in event for digital inclusion awareness for patients who may not be aware of how to use the NHS App to view consultations, test results etc. ***Date to be confirmed, PPG to be involved if available to support event.***

- Carers Hub

The Practice is also looking at holding a drop-in event for Carers with information of how to access further support if required etc. ***Date to be confirmed, PPG to be involved if available to support event***

- Community First Responders (CPR Awareness)

We are looking at holding a Community CPR training session for members of the public in the future. A date and room is to be arranged local to Wychbury Medical Practice and Cradley Road Medical Practice. ***PPG to be involved in sourcing location and date to be confirmed.***

8. Any Other Business (AOB)

It was discussed to make the future projects inclusive for patients with disabilities. This will be looked into once dates have been confirmed.

9. Date of Next Meeting

Date of next meeting to be confirmed with guest speaker from local Practice PPG – ***SR to action***

Meeting Closed 19:35pm