



MINUTES OF RAINWORTH SURGERY  
PATIENT PARTICIPATION GROUP MEETING (PIP)

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Wednesday 16 March 2016

Attendance

Staff: Julie Moyes (Practice Manager, SMP), Sharon Ridgwell (Location Manager, Rainworth)

Patients: Yvonne, Lynn, Geoff, Joan, and Val

- 1) Apologies: Cheryl Murray (Administration Manager, SMP), Lynn, Rayna, and Emma
- 2) Minutes of Previous Meeting:  
Were accepted as a true record and it was agreed to place them on the SMP web site for patients to read.
- 3) Matters Arising
  - i) Parking is still an issue, with cars being parked on the main road immediately adjacent to the entrance of the Surgery. Sharon will ask if a notice could be placed in the CHP signing in book, as the problem is greatest when meetings are taking place, asking that drivers park with consideration for people leaving the centre.
- 4) Friends and Family:  
There have been several responses all are either Likely or Extremely Likely.
- 5) Practice Manager  
A new telephone system will be in use by the end of March and will be the same as at Crown and Farnsfield.  
The merging of data within the Partnership will be complete by April 7 2016. As from 4pm on 6 April 2016 the current separate systems will shut down allowing the changes to occur. Difficulties will arise for everyone during the changeover but hopefully these can be overcome.  
Appointments are now being taken for Saturday mornings at Rainworth with doctors and a nurse in attendance. They are available from 2 April 2016 and thereafter every four weeks from 08.30 to 12.30  
Appointment system has been reviewed and a trial period will commence from the 4<sup>th</sup> April 2016.
- 6) Complaints and Queries:  
There were no C & Q to report.
- 7) Data Sharing  
Geoff brought to the attention of the group information available in leaflet form regarding data sharing. Within the patient record there are shared settings, so that the patient can choose to share their information out and have information shared in from other services that use a computer package called SystemOne. Their record is marked as implied consent unless a patient refuses.

The surgery is responsible for the patient's data that they hold. To set the patient's record to "share out" means that we can share information with care providers such as the hospital, district nurses etc.,. The setting "shared in" also allows other services to share information with us about the care they have given to the patient. When a patient visits another care provider who use SystemOne they should be asked if they are happy to "share in" and "share out" their information.

If a patient visits a hospital they may be happy to share the information in and out, however if they visit smoking cessation they may agree to share the information out, so that the doctor can be informed of their care, however if would not be appropriate for information to be shared in from their record as previous operations, treatments etc., would not be appropriate for them to know. Leaflets explaining a guide to sharing your electronic record are available at the surgery.

Next Meeting: *Wednesday 11 May 2016*, at 2.30 pm – unfortunately this is a NASPro training date and the practice will be closed from 12.15pm – please select another date.

(NASPro – Newark and Sherwood Protected Learning time)

NASPro dates for 2016/17 – all Wednesdays – for your diary

2016

8<sup>th</sup> June

13<sup>th</sup> July

14<sup>th</sup> September

9<sup>th</sup> November

2017

11<sup>th</sup> January

8<sup>th</sup> February

8<sup>th</sup> March