**Wordsworth Patient’s Participation Group (virtual- Microsoft)**

**Minutes of meeting held on Tuesday 10th August 2021-5pm**

**Present**: Emel Islek (EI -Chair); G.Chandramohan (GC-Secretary);

Dr Sajilal (Dr S); Zuber Gulamussen (ZG); Saadet Sangha (SS)

Ghouse Fazaluddin (GF) & Imran Jahangir (IJ).

**Welcome and Apologies**

**Apologies:** Ted Sparrowhawk (TS); Jennifer McBarnette (JM);

Dr N Hussain (Dr H);Jeyasri Velauthapillai (JV); Hirji Patel (HP) & Charlie Camenzuli (CC).

* This is the sixth virtual (Microsoft) meeting.
1. **Verbal report from Dr R Sajilal/ Saadet**
* **In the last 60 week period the Surgery has followed the procedure as below to deal with the patients as effective as possible:**
1. Face-to-face patient appointments with remote appointments still in place.
2. Practice is keeping detail records of patients who had COVID vaccination.
3. NHS Apps are available for all patients to download and use as and when required.
4. Patients are using the symptom checker/ appointments online and are still able to request appointments by phone.
5. The patients who are Expecting/Nursing mothers, Asthmatic, hypertension, Diabetic, have Mental health issues, and Baby immunisation are seen given high priority and seen by the surgery.
6. Change in staff – Good bye and good luck to Tommy, Rose Taylor and Virpal. Hello and welcome to three trainees Doctors (Holly, Diana and Arginet) and two casual staff to help out Reception and general office duties.
7. In last count the Practice are treating over 11,000 patients. The staff in the Practice is doing a good job to maintain good standard of service and Business as usual.
8. **Matters Arising Garden Project**
* The garden is completed and will be allowed to bloom over the months to mature and ready to showcase/use by summer 2021 (Due to COVID restrictions - garden cannot be operational at this time).The garden (present state) was shared/used by staff members.
* City Airport, who sponsored the garden , have not made any contact with regard press release since September 2020.EI has followed up again and will hopefully update by next meeting.
1. AOB – “Keep up good work and faith of the surgery”.

**Next meeting is F2F on Wednesday 22nd September 2021 – 5.00pm start**