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

**Minutes of meeting held on Tuesday 19th October 2021-5.30pm**

**Present**: Zuber Gulamussen (ZG- Chair); G.Chandramohan (GC-Secretary);

Dr Sajilal (Dr S); Ted Sparrowhawk (TS); Jennifer McBarnette (JM) &

Hirji Patel (HP)

**Welcome and Apologies**

**Apologies:**

Dr N Hussain(Dr H);Jeyasri Velauthapillai (JV); Charlie Camenzuli (CC); Saadet Sangha (SS); Ghouse Fazaluddin (GF) & Imran Jahangir (IJ).

* This is the second F2F meeting.

1. **Verbal report from Dr R Sajilal/ Saadet**
2. Face-to-face patient appointments with remote appointments still in place.
3. Practice is keeping detail records of patients who had COVID booster vaccination which started on 11th October. It has been decided to this vaccination on Monday, Thursday and Saturday.
4. On first day/ hour lots of patients turned up, but Practice did well to run the booster appointments well on time, also lessons learnt from this day has been taken on board on the 2nd day and following days which is commendable and the vaccination process went as smooth as it could be, in other words it was “sailing” like a cruise ship. Also the feedback forms were given to patients while the patients waited for 15 mins after vaccination. As we speak the most of the feedback is positive.
5. The surgery has decided to display notice on the entrance door that this practice is committed to do booster vaccination on these days and to avoid coming to surgery.
6. We have enough stock of vaccination for next week’s/ months programme.
7. Patients are using the symptom checker/ appointments online and are still able to request appointments by phone.
8. There is no change in staff and remain same as before.
9. **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.
* The maintenance of garden is continuing to keep it in shape.

1. AOB – “Keep up good work and faith of the surgery”.

**Next meeting is F2F on Tuesday 30th November 2021 – 5.00pm start**