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**Practice PPG Meeting on 18/03/2015 @ 1pm Park Grange Medical Centre**

**Attendees: Patient Group, Dr Mohammed Azam, Rahela Parveen, Shaheen Akhtar, Uzma Rafiq, Nazia Rafiq**

* Discussion and invitation for inviting for inviting more people in to the PPG group focusing at the younger population.
* FFT survey discussed survey results for proposed multi-faith prayer room and patient self assessment room discussed with patient group.
* System on has been setup and patients to book appointments online and order prescriptions online.
* Practice G.P appointment system access discussion and new policies and new protocol for staff.
* Practice to set up the system for electronic prescribing and how this would support the carers and housebound patients.
* Patient self arrival screen and clear guidance for the usage of this to reduce waiting times on the reception area.
* Practice pharmacy discussions for future business plan for in-house pharmacy
* NHS choices comments discussed with patient group
* PPG priority areas discussed and action plan.

Next meeting to be announced.