

MEDEN MEDICAL SERVICES  
PATIENT FOCUS GROUP  
Minutes of meeting held 19<sup>th</sup> September 2012  
At 4.30pm at Meden Vale Medical Centre

Present: Members of the group  
Jackie Jones (Practice Manager) – Acting Chair

Apologies: 7 apologies received

Minuting Secretary: Moira Heslop

Reason for meeting: To finalise arrangements for Open Day on Saturday, 6<sup>th</sup> October 2012, 10am – 12 noon.

- Agreed to have the usual stalls, i.e. Raffle/Tombola, Books, Tea/Coffee, Cake Stall, Patient Group stall. Disability Nottinghamshire have been invited to attend to give general advice on benefits/disability related issues, Carbon Monoxide monitors to be available also. FH advised in previous meeting he would be bringing a skittle game. It is hoped to have blood pressure monitoring checks available and fire service to attend but both yet to be confirmed. Drs Allen and McCormick together with Sue du Toit to be on hand to give flu vaccinations.
- Stalls to be manned by patient group members with nomination for AM to man Patient Group stall.
- Members of group to supply Raffle/Tombola prizes by contacting local businesses (letter of introduction handed out).
- Mega wrap of tombola prizes to take place on Thursday, 4<sup>th</sup> October 1pm onwards.
- Notices needed to put up in surgery/shops.

Note: Agreed to have next meeting around November/December, and for Patient Survey January 2013, ideas/suggestions for format/questions to be included in survey to be discussed at next meeting.

Date of next meeting: To be arranged.