

PATIENT PARTICIPATON GROUP

ACTION PLAN

Date of Meeting – Tuesday 29 September 2015



<u>Meeting Date</u>	<u>Title & Action</u>	<u>Action Owner</u>	<u>Timeframe for completion</u>	<u>Status</u>
09/06/2015	Appointments Evaluation <ul style="list-style-type: none">Survey of 14-18 year olds to gauge interest in attending the Practice for a routine teenage health check.	Angeline	December 2015	
29/09/2015	E-mail addresses <ul style="list-style-type: none">Send a text to all patients with a mobile telephone number, asking them to provide an email address if they wish to be kept up to date with Practice information	Jan	October 2015	
29/09/2015	"Did You Know.....?" Information Displays <ul style="list-style-type: none">The Practice would continue to share information on appointments offered, prescriptions processed etc	Angeline	October 2015	
29/09/2015	Flu Vaccination Season 2015/16 <ul style="list-style-type: none">Maureen and Linda to attend open flu clinics to collect email addressesFilter the information running through the TV screens in the Waiting Room for flu open clinics	Maureen/Linda Aileen	October 2015	
29/09/2015	Chief Executive <ul style="list-style-type: none">Contact John Burns and invite him to meet with the Barns PPG and other interested patients	Jan	October 2015	
29/09/2015	Winter Newsletter <ul style="list-style-type: none">Draft winter newsletter, share with PPG for comment before circulating to patients with email addresses, sharing in the Waiting Room, and asking attached nursing team to distribute too	Angeline	October 2015	