

# **Belford Medical Practice Patient Participation Group**

## **Draft Minutes**

**for a meeting held in Belford**

**Wednesday, 5 August, 2015 at 2.00**

Pre meeting presentation:

### **District Nurses**

Community Matron, Elaine Redmond

Elaine summarised the work of the District nurses. They are employed by the Northumbria Health Care NHS Foundation Trust. Nine members of the team cover Belford and Wooler GP areas: from Scremerston and Cornhill in the north to Swarland and Rennington in the south; from the East Coast, including Holy Island, to the College and Ingram valleys. Nine are not usually available because of training, holidays, days off... one nurse is on duty each weekend. There are 600 patients on the case load with varying needs, some very complex, some requiring daily visits, some are holiday makers. The weather often makes home visiting more difficult. It is a wide geographic area and no account is taken of rurality, the large ageing population in the area or the large number of holiday makers.

Elaine is Matron for the whole patch and she is responsible for management of the team, for patients with complex long term needs and for liaison with other agencies. Karen is a District nurse and she deals with management on a weekly basis. There are 5 staff nurses who are based in either Wooler or Belford (they operate in their own patch, if possible) and 2 health care assistants who are not qualified nurses but very skilled. Each member of the team has a specialism and a set role within the team. The District nurses run clinics – dressings, leg ulcers, ear and continence clinics and sometimes it is necessary to prioritise. The team carry out quite complex processes and therapies. It is a very proactive team who need to ensure that resources are available. During normal working hours they help with palliative care, helped by out of hours

nurses, and have a close working relationship with Social workers, Marie Curie and Macmillan nurses, the Hospices, and carers and sitters, including family. The team also have a close working relationship with Berwick Infirmary.

Funding is reviewed annually – based on a head count – and the team are constantly being asked to do more. They have an agile workspace and are currently waiting for I pads that will save admin time. They have to prioritise workloads. Meetings with GPs and Practice nurses are held once every month to assess high risk patients and produce care plans with the aim of preventing hospital admission.

RE thanked Elaine and said that the issues raised by a transient population in the summer must place a huge strain on services. The PPG congratulated the District Nursing team on the excellent job they do.

Elaine left hard copies of an information sheet about the work of the District Nurses but would ask Lorraine if it could be made available on the new website to inform all patients.

1. **Apologies:** Anne Gladstone, Elaine Robertson, John Bardsley,
2. **Present:** Dennis Cromarty DC, Joy Palmer Cooper JPC, Marjorie Turner, MT Elizabeth Nicholson, Sheena Trotter ST, Stuart Robertson SR, Rosemary Ellis RE, Brenda Stanton BS
3. **Minutes of last meeting – draft minutes for 9 June:** circulated by e mail to those who attended and gave apologies. Accepted as a true record. Summary sent to others, (with names of those present and apologies removed), by bcc.
4. **Matters arising:**

**Membership:** One virtual member has left the area.

**Ambulance service/Patient Transport** – ongoing discussion: some encouraging stories about ambulance service and patient transport services; some less good. First Responders numbers are low but when FR is called out this reduces the response time.

**CCG:** RE said she would be unable to attend the next meeting of the CCG patient group. MT offered to attend

**5. Patient Survey results:** Very good – as expected

**6. Role of Secretary to be reviewed:** Fiona Reid will attend meetings when possible to take minutes. BS will remain as Membership Secretary and arrange speakers for the time being.

RE said she was happy to stand down as Chair if anyone else would like to take on the role; she had not expected it to be a permanent role. There were no offers.

**7. AOB :** RE offered commiserations to Nancy Wardropper – a former member of the group – on the recent death of her husband

**8. Date of next meeting(s):**

**13 October at Seahouses, at 2pm** (items for Agenda to BS by 1 October, please)

**2 December at Belford, at 2pm** (items for Agenda to BS by 19 November, please)

**FYI**

The Practice website is developing. Lorraine has asked for minutes of meetings for past year to include on the site. She has offered us a page and I have accepted on your behalf. At present, it simply says we can be contacted at our email address. I will find the information we have used on previous occasions but will need to update.