

## **MINUTES OF MEETING – 17 JANUARY 2019**

Present: Julie, Simon, Cheryl, Charmagne, Jane, Sharon, Marion, Yolanda, Suki, Nic, Anne, Justine  
Apologies: Kaysia, Brooklyn MP, Michael

Discussed wound care audit which some practices have been asked to do, nothing yet from CCG around LCSF and £1.20 and what we will need to do to secure these funds for practices.

### Extended access

- DNA audit circulated with the agenda showing figures from Sept to Dec 2018. If DNA staff call the patient twice to check reason for the DNA. DNA read code is added by the clinician if the patient fails to attend a hub appointment – searches could be done in practice to see how many for their practice as this is not audited at the hub. Discussed practices sending a text to patients when they book appointment. **ACTION - practices to do this if they wish as the DNA's are for their own appointments.**
- FFT audit – shows very positive results and that most patients would have attended the GP practice rather than walk in centre/A&E – so these appointments are giving extra capacity to practices. Some lovely comments from patients.
- Funding – the CCG have to be chased for the funding on a monthly basis and have changed the goal posts as how this is paid/requested without advising us. **ACTION – to raise at the meeting with Clive Newman**
- Finance update – would be helpful to have a financial position as at 6 months. **ACTION – Marion to produce for the March meeting.**
- Share certificates – Nic has registered the shareholders at companies house. Please advise if your named shareholder is incorrect and share certificates to be sent out. **ACTION – Marion please circulate list of registered shareholders and share certificates.**

### PQS

AF – Anne asked how practices were doing. Submission date is 31 March so will be running figures before this date to check that all is in order with the figures.

COPD – Nic will email out if he needs more information from practices. Please return the sheet which Nic sent out as he has not had all of these back – we will then need to discuss these as a group (can be done by email).

Diabetes – Andy circulated the actions from the meeting by email. Meeting 20 Feb at Parkside – funding not yet received – back fill available – please invoice Cheryl after the meeting with the list of your attendees.

### Transformation money

£1.50 per head (raw list size) has been received into AVH – though this means that this money is non pensionable when passed back to practices. NH created a plan to obtain the funding and we will need to show what we have done. High impact actions remains in the 10 year plan.

All agreed that would expect to see some money back into practices - ? backfill for the operational group meetings, ? funding for additional actions from PQS, ? 50p to practices for the loans to AVH, ? education events separate to QUEST for clinical leads, ? GP forum event. CCG have just automatically

sent through AVH and may not be aware of the consequences for partner pensions – this needs checking urgently – the accountants have advised non pensionable – to check with Hempsons, solicitors. **ACTION – Marion to check with Hempsons.** Agreed that we need decision re this before we can ask the CCG to pay to practices. Agreed 50ppp to practices in part re-imbusement of loan to AVH in February – **ACTION Marion please pay to practices in February.**

Any other business

- WTD – Nic is to email Sharon. Sharon will get her HR department involved.
- Minutes of directors meetings – Anne is currently looking at adding these to the website and will liaise with Michael as needed.
- Business plan – do we need to update our current business plan. Yes will need to be done
- Future profits – how will these be used and who will decide on how they are used. Will be able to discuss when we have the financial update at 6 months. Practices will be involved but some initiatives may benefit some/all of practices. Some practices feel in the dark as to what is happening at the moment.
- 4pm start – not required
- OOA GP's working at the hub – still some concern that all GP's are being offered shifts at the hub rather than those that are within the 9 practices first and the locums to pick up what shifts remain. Discussed – directors do not feel an issue at present but would review again should there be a large number of non-practice GP's asking to work. It is very positive that all shifts are filled. Reception staff have always accepted that they will not get all of the shifts requested as there has always been an over subscription for shifts worked, particularly at a weekend.

Next meeting – 21 February - 1.15pm at Jessop MP, Leabrooks