



Kelsall PPG Constitution

The group shall be known as Kelsall Patient Participation Group, membership will be open to any patient registered with the surgery and will include the Practice Manager, senior GP or other Practice team members as representation from the Practice. Membership will be via the meeting group or the virtual group.

Aims

- The group will provide a communication channel between the patients and the Practice.
- With the help and assistance of the Practice, the group will seek suggestions from patients for improvements to the service and highlight any areas that need attention.
- The group will assist the Practice in monitoring quality through patient participation.

Objectives

- Communication: The group will influence the development of policies in the Practice by representing patient views. This will ensure patients make the best use of the facilities available.
- Surveys: The group can conduct surveys with patients to inform the medical practice of their views.
- The group will work with the Practice to ensure that any changes to the workings of the medical practice are fed down to the local community.
- The group will be informed of the commissioning plans and policies of the CCG and engaged in consultations when required.
- Information will be available to patients through a poster display in the medical practice waiting room and on the PPG website.

Rules Governing the Group

- The group shall elect a chair to serve for a period of two years and will be elected at a PPG meeting. Meetings, at an agreed venue or virtually, will be 6 times per year.
- The group will consist of at least a core group of 4 patients.
- A copy of the minutes from the PPG meeting will be sent out to members via the Secretary and are also available on the PPG website and linked to the Practice website.

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