

Woodstock Surgery Patient Participation Group - PPG

Terms of Reference

The PPG consists of a virtual group meeting at least annually for the AGM. The PPG's activities will be led by a Committee of volunteers and invited members who will meet to coordinate activities and deal with specific topics.

The Committee will be chosen at the AGM from patients who have expressed an interest and commitment to the PPG and will include one clinical and one managerial representative from the Practice and our representative on the NE Health Forum. For operational efficiency the Committee will be limited to 15 members

The Committee will meet at least 3 times a year in addition to an AGM in January. The PPG will elect a Chair and Secretary at the AGM

The PPG will be guided by the Practice clinical and managerial representatives

The Committee aims to support the PPG, patients and Practice in many ways, including:

- assisting the practice in communicating change to the wider patient community
- being a critical friend to the practice by providing feedback on patient's needs, concerns and interests
- developing communication with the wider patient list to help them become more informed about their healthcare options
- supporting the local commissioning group to gain feedback on healthcare and social care services
- working with the Health Forum and other user-led groups to gain feedback on the provision and priorities of primary medical care services
- promoting good health and higher levels of health literacy amongst patients by encouraging activities within the practice, promoting self-care and providing information about health and well-being issues
- Assisting the practice and its patients by arranging and assisting voluntary groups and support within the community