

DONCASTER LINK – GP ACCESS GROUP – MEETING SUMMARY

Date:
26 January 2010

Time:
10am

Venue:
Doncaster Business Innovation Centre

Attendees:
Sheila Barnes, Deirdre Coward, Donna Cibor (Host) and Jan Higgins (Host)

Apologies:
Joyce Parrott and Joan Shacklock

The following is purely to give the essence of the meeting.

Opening:
The meeting opened with Donna Cibor (Host) welcoming all and introductions were made.

- **Item 4 – Final Report.** Deirdre Coward and Sheila Barnes submitted their contribution for the final report. The group identified who would complete the following for the next meeting:
 - Contents To be agreed at the next meeting
 - Introduction Completed by Sheila Barnes
 - Executive Summary Completed by Sheila Barnes
 - Process and Methods Used Sheila Barnes to provide for the next meeting
 - Findings Request further information from DJS research

Action: The Host to contact DJS Research and request a report and send to GP Access members identifying which specific surgeries made up the findings of the survey along with ages and comments.

Survey/Recommendations/Report Findings

Action: Donna Cibor to check and inform members of the correct process of who to send the report to when completed.

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Surveys Carried Out By GP Access Members (3 in total)

Action: It was agreed Deirdre Coward would look at the findings and produce a report for the next meeting.

- **Item 5 – Review and Update Action Plan.** The Host to update and distribute the Action Plan.
- **Item 6 – Next GP Access Group Meeting.** 10th February 2010 10am to 12 noon.
- **Item 7 – Close.** The meeting closed at 11am.

Minutes submitted by:

Jan Higgins

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