

DONCASTER LINK – GP ACCESS GROUP – MEETING SUMMARY

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Date:

14th July 2011

Time:

1.30pm

Venue:

Doncaster Business Innovation Centre

Attendees:

Sheila Barnes, Deirdre Coward, Joan Shacklock and Jan Higgins (Host)

Apologies:

None

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

Opening:

The meeting opened with Sheila Barnes welcoming all.

- **Item 3 – Agree minutes from 03/02/11.** All agreed the notes were correct with no amendments.
- **Item 4 – Discuss Impact of Recent Changes to NHS.** The group agreed there had, as yet, not been any changes within the NHS which may have had an impact on the work of the group.
- **Item 5 – Next Course of Action.** The group agreed to produce a ‘GP Access Concluding Report’ to send to all GP Surgeries.

Action: Sheila Barnes to draft a ‘GP Access Concluding Report’ and a draft cover letter to accompany the report by no later than Friday 29th July 2011.

Upon receipt of the draft report the Host to issue a copy to Deirdre Coward and Joan Shacklock for approval, with a deadline for any comments/amendments of Friday 5th August 2011. The Host is to disseminate by no later than Friday 19th August 2011.

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The Health Centre, Hatfield

The Host issued a copy email to the group from Sue Bryson at The Health Centre, Hatfield. The email contained a letter of thanks to the centre from one of their patients for their professional, courteous and prompt service. The group agreed it was important to encourage further contact from all GP Surgeries.

Action: Sheila Barnes to draft a reply letter to Sue Bryson at The Health Centre and Host to send.

- **Item 6 – Review and Update Action Plan.** The Host to update and distribute the Action Plan.
- **Item 7 – Next GP Access Group Meeting.** All agreed no further meetings will take place unless changes to the NHS become relevant to the group's previous work.
- **Item 8 – Close.** The meeting closed at 3pm.

Minutes prepared and submitted by:
Jan Higgins

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