



**S**TOKENCHURCH MEDICAL CENTRE

**P**ATIENT

**P**ARTICIPATION

**G**ROUP

**INFORMATION FOLDER 2020**

**S**TOKENCHURCH MEDICAL CENTRE  
**P**ATIENT **P**ARTICIPATION **G**ROUP

**SPPG**

Contents:

1. History

2. Aims and Objectives

3. Carers Support

4. NHS BCCG and Patient Locality Groups

5. Internet Links

6. Registration Form

# 1: HISTORY

The Patient Participation Group has been in existence since 2007 to represent the interests of all patients registered with the Stokenchurch Medical Centre.

The first **Annual General Meeting** of the group was held on 1<sup>st</sup> November 2012 when after a vote for a chairman, secretary and committee members had taken place the group became formal and our **Aims and Objectives** document was adopted.

**For the benefit of those who do not have access to the Internet the document has been copied into information files at the Medical Centre and at the Community Library**

The Aims and Objectives document together with meeting minutes can also be viewed in the patient section of the Medical Centre web site at: [www.stokenchurchmedicalcentre.co.uk](http://www.stokenchurchmedicalcentre.co.uk)

There is no charge to become a member of the SPPG. All that is needed is to register your contact details on one of the forms provided by us at both the Medical Centre and at the Local Library.

Clearly it would be helpful to have members with families of various ages as well as individuals who we can contact from time to time so that our committee can properly represent the views of the patient community at large.

Please join us as a member and help to ensure that our Medical Centre remains among the top providers of care in Buckinghamshire.

The Medical Centre has application forms to become a member of the Stokenchurch Patient Participation Group .

## 2: AIMS AND OBJECTIVES

<b>Name</b>	<b>2.0</b>	The name of the Patient Group for the Stokenchurch Medical Centre shall be Stokenchurch Patient Participation Group. <b>(SPPG)</b>
<b>Aim</b>	<b>2.1</b>	To promote & encourage healthy living, the relief of sickness and the preservation and protection of health by fostering the highest possible standard of primary medical care through the medium of community patient participation.
<b>Objectives</b>	<b>2.2</b>	The <b>SPPG</b> members to act as a communication channel between the Stokenchurch Medical Centre team and the community at large and to encourage the Practice to implement policies influenced by patient views.
	<b>2.3</b>	The <b>SPPG</b> to have a role in assisting in assessment of community health needs and to help the Medical Centre maintain and improve its service by supporting health education meetings.
	<b>2.4</b>	The <b>SPPG</b> will expect to be informed of the general practice policies relating to the NHS Buckinghamshire Clinical Commissioning Group ( <b>BCCG</b> ) and Dashwood PCN Group to which the Stokenchurch Medical Centre belongs.
	<b>2.5</b>	The <b>SPPG</b> may express opinions on these policies on behalf of the patients and request the practice to give appropriate consideration to these opinions within the <b>BCCG</b>
	<b>2.6</b>	To bring to the notice of the Medical Centre general comments and complaints received about the practice its systems and facilities and to follow up on any proposed action. Individual patient complaints cannot be discussed at SPPG meetings. There is a separate system for handling these via the Primary Care Trust / BCCG and the Health Service Ombudsman.
	<b>2.7</b>	In conjunction with the Medical Centre to give support to the Bucks Carer's Group and assist in arranging other voluntary support groups within the community.
<b>Activities of the SPPG</b>	<b>2.8</b>	To liaise with other <b>PPG's</b> in the cluster area and attend the Locality Group meetings.
	<b>2.9</b>	To be associated with the National Association for Patient Participation <b>NAPP</b>

- Membership**    **2.10**    Membership shall be open and free to all patients over the age of 18 of the Stokenchurch Medical Centre.
- Committee**    **2.11**    A committee will be selected from nominations annually at the AGM from the patients group to represent the **SPPG**
- 2.12**    A Chairman, Vice Chairman and Secretary will be appointed from the committee annually and the Practice Manager will be an ex-officio member.
- 2.13**    The Committee will meet four times per annum with ad hoc meetings as required as special or urgent matters arise.
- 2.14**    The Committee may co-opt people for any special purposes.
- Annual General Meeting**    **2.16**    An Annual General Meeting (AGM) shall be held annually in November. Notice of the day, time and place will be given via, notice boards, Medical Centre website and on social media.
- 2.17**    Any item for the agenda shall be sent to the Secretary for consideration at least four weeks prior to the AGM date.
- 2.18**    The committee will present at the Annual General Meeting a report on its activities.
- 2.19**    These Aims, Objectives and Rules will be updated as and when necessary.

- Abbreviations**    **SPPG**    Stokenchurch Patient Participation Group
- BCCG**    Buckinghamshire Clinical Commissioning Group
- PCN**    Primary Care Network
- PCT**    Primary Care Trust
- NAPP**    National Association for Patient Participation.

### **3: CARERS SUPPORT**

A Stokenchurch sub committee which was set up for Carers in the Stokenchurch area which has now been superseded by Carers Bucks Adult Support Team. The Carers Bucks Adult Support Team is open to anyone in a caring roll as peer support is invaluable. The group is involved with the PCN and support workers will provide the best possible care although there are financial restraints from BCC who commissioned the group.

## 4: BCCG & PATIENT LOCALITY GROUPS

The NHS Buckinghamshire Clinical Commissioning Group consists of the 52 GP practices in Buckinghamshire

The 52 GP practices are divided into Primary Care Networks (PCN) and the Stokenchurch Medical Centre is in the Dashwood PCN Locality

Dashwood PCN comprises of the following surgeries:

Carrington House	Priory Road, High Wycombe
Chiltern House Surgery	Temple End, High Wycombe
Cressex Health Centre	Cressex Business Park, High Wycombe
Riverside Surgery	George Street, High Wycombe
Stokenchurch Medical Centre	Oxford Road, Stokenchurch
Wye Valley Surgery	Wycombe Hospital, Alexander Road, High Wycombe

Full information about NHS Buckinghamshire Clinical Commissioning Group can be found on their web site <https://www.buckinghamshireccg.nhs.uk/>

## **5 INTERNET LINKS**

Stokenchurch Medical Centre

[www.stokenchurchmedicalcentre.co.uk](http://www.stokenchurchmedicalcentre.co.uk)

---

NHS Buckinghamshire Clinical Commissioning Group (from 1<sup>st</sup> April 2018)

<https://www.buckinghamshireccg.nhs.uk/>

---

Carers Bucks

[www.carersbucks.org](http://www.carersbucks.org)

---

National Association for Patient Participation

[www.napp.org.uk](http://www.napp.org.uk)

---

Health Watch Bucks

[www.healthwatchbucks.co.uk](http://www.healthwatchbucks.co.uk)

---

Stokenchurch Parish Council

<https://stokenchurch.org.uk/>

---

Stokenchurch Community Library

<http://www.buckscommunitylibraries.org/stokenchurch/>

---

## 6: REGISTRATION FORM

Please complete the details below to register as a member or via the PPG page on the Medical Centre Website

Name. – Mr/Mrs/Ms-----

How would you prefer to be contacted? Please Tick a box and complete with your details

Address  -----

Phone.  -----

E. Mail  -----

Please tell us who you are registering as - Tick a box under these headings

An Individual    Couple    Family with School age children    Family with infant Children

PLEASE LEAVE YOUR COMPLETED REGISTRATION FORM IN  
THE SECURE REPEAT PRESCRIPTIONS BOX AT THE MEDICAL  
CENTRE

.....

Thank you for your interest and support in becoming a member