



# ARGYLE MEDICAL GROUP

## Patient Participation Group (PPG)

### Introduction

The purpose of the PPG will be to encourage and strengthen the relationship between the practice and its patients. The aim of the group will be to bring about potential improvements in the patient experience through regular, constructive debate with the practice.

### Terms of reference

- The Argyle Medical Group PPG will be an autonomous organisation for the patients of the Argyle Medical Group.
- The PPG will meet quarterly, at the Argyle Street Surgery.
- The membership will consist of two representatives from the three local Town Councils (who must be current patients of the Practice), two members of the Hywel Dda Community Health Council, a representative from the Hywel Dda Health Board, a representative from the Pembrokeshire County Council, the Practice Manager and a GP partner.
- From time to time other patients may be co-opted temporarily on to the group to discuss specific issues.
- A Chairman and Secretary will be appointed and these positions will be re-elected at intervals agreed by the PPG.
- Meetings will have a formal agenda and minutes will be recorded.
- The Practice will provide a patient information notice board for the group and a page on the Practice website.
- Membership of the PPG will not be remunerated.
- The Practice will meet any administration costs such as paper, printing, photocopying.
- The PPG will be a member of NAPP (National Association of Patient Participation) and the annual subscription will be paid by the Practice.
- Members of the PPG will sign confidentiality forms with the Practice.
- The PPG will provide practical support and help to encourage patients to take more responsibility for their own health.
- Where appropriate the PPG may act as a community pressure group, to bring particular local needs to the attention of Health Board and/or Local Authorities.
- Members of the PPG will be expected to make declarations of interest, where appropriate.

