

**RICHMOND MEDICAL CENTRE PPG**  
**MINUTES OF CORE COMMITTEE MEETING**  
**VILLAGE SITE**  
**18<sup>th</sup> JULY 2023**

**Present**

DS (Chair), RH (Vice Chair), DH (Secretary), MM, JW

**In Attendance**

NW

**1. Welcome**

DS welcomed and thanked members for their attendance.

**2. Apologies**

NH

**3. Minutes of 04/05/22**

These were agreed as a true record of the meeting.

Proposed: NW Seconded: MM

**4. Matters Arising**

**Action:** Report not included

**Action:** Questionnaire results have been posted on the website

**Action:** DS has circulated questionnaire results to PPG & VPPG

**Action:** Staff changes have delayed the provision of a Webinar

**Action:** DH has circulated list of members

**5. Practice Report**

Extended surgery hours are now in place on Friday evening and Saturday morning in rotation with the PCN. This provides time for face to face appointments, especially for working patients, and telephone calls to review disease clinics making sure that the relevant checks are booked by the doctor two weeks in advance. In addition to current procedures, such as joint injections, the Practice will be returning to performing minor surgery.

NW updated current staffing with the addition of doctors and administrative staff and the proposed appointment of two additional receptionists to manage not only increased patient demand, which is county and nationwide, but also to manage two sites. All doctors are back in surgery and working 8 sessions a week. Dr Andrea Carpenter is currently working one day a week until the end of summer and then she will be joining us for three days a week. With additional staff, it is planned to open Accurx every morning until midday but is dependent on the capacity to see patients.

Richmond is a teaching practice, under the University of Lincoln, and doctors on rotations and trainee GPs are supported by all the Practice doctors and managed by Dr Vinod and Dr Kumar.

Patient numbers are monitored and those who live outside of the catchment area are advised that they must register at their designated practice in order to maintain the treatment of those who live within the catchment area and entitled to medical care.

NW and the lead nurse will be planning the winter flu clinics to ensure that sufficient staff and timings of appointments will be available for patients and will be bookable online during August.

NW sent 2000 SurveyMonkey 's outpatients surveys about capacity and access will be available following collation. Initial results are positive and greater than other practices.

All members expressed and supported their deep concern for the heavy load of NW, the Practice Manager. When Richmond took over the old Crossroads Practice there were 3 managers and indeed when NW was appointed, as responsible for funding bids, there were 3 managers and 2 PAs. Since then, with legitimate staff loss, they have not been replaced, leaving only NW as Practice Manager and David Burford as HR. Other practices, with less patients, have a Deputy Practice Manager who can share the heavy workload and cover for absence. A candidate with suitable experience including IT to manage and develop the website is much needed.

## **6. Chair's Report**

PPG members had offered their help and support for the Autumn 2022 vaccination clinics, including organising massages and meals for staff, but sadly they were turned away.

With no input from Partners to support the PPG, which is a legal requirement, members of the Core Committee have been frustrated. As volunteers they joined in order to make a contribution supporting the practice. Members have left the PPG to volunteer in other areas where they feel useful and valued. Consequently, the committee agreed not to actively recruit more members and to remain dormant until the Practice received the recent CQC inspection report. There is still a virtual PPG who have information from ICB & LPFT forwarded to them.

It is now up to the Practice to say how they intend to work with us, and that includes partners, not just NW. A documented plan is needed and some accountability from a partner or two as we are not volunteering our time to no effect.

Although we have nothing to report since the last AGM we do constitutionally need one. We will continue with the planned date of 11th of October by which time we should have a plan with the Practice of the way forward and it can be a fresh start following the problems of the last few years. It was acknowledged that NW would not be able to make this date but as this date was agreed at last AGM, it was felt that other members of the Practice will collate and present the practice report.

## **7. 2023 CQC Report**

NW explained that the Practice are still awaiting the report but have already addressed some minor verbal findings.

## **8. Finance Report**

£471.58 held by Practice in PPG Account. No income or expenditure to date.

## **9. The Way Forward for the PPG**

Covered in Chair's Report

## **10. AOB**

MM asked for list of current doctors to share with patients who do not have access to the internet

**Action:** DH to circulate list of doctors (see Appendix 1)

## **11. Date of Next Meeting**

Wednesday 4<sup>th</sup> October 2023 at **6.00pm** Via Zoom (DS to host)

Signed:

Date:

## **APPENDIX 1**

### **List of Richmond Medical centre Doctors**

#### **DR PRASANNA CHINGALE**

Full-time female Partner, MBBS, MS, DRCOG, MRCGP. Qualified—University of Mumbai 1999  
Also speaks Hindi

#### **DR SHRIYA VINOD**

Full-time female Partner, MBBS, MRCGP, DFRH  
Also speaks Hindi

#### **DR SENTHIL KRISHNAMOORTHY**

Full-time Partner, BBS, MS, FRCS, MRCGP. Qualified - Glasgow University

#### **DR PHILIP OMOGBAI**

Full-Time Partner, MBBS, Masters in International Public Health (Planning and Management)  
Liverpool School of Tropical Medicine, MRCGP

#### **DR MEHR SHAMAEL**

Salaried female GP

#### **DR SARAH CULPITT**

Qualified in 1993 from the University of London, Dr Culpitt spent her earlier career in Internal (hospital) Medicine including specialism and clinical research in respiratory medicine (London). She is a member of the Royal College of Physicians. Dr Culpitt combined medicine with her love of mountaineering and remote area medicine before moving to Lincoln to settle into General Practice where she attained Membership of The Royal College of General Practitioners. She continues to fulfil this role within Richmond Medical Centre, enjoying the diversity of General Medicine serving all of our population.

Salaried female GP

#### **DR RAVI MISTRY**

Part-Time Male Doctor, MbChb University of Leicester 2015 MRCGP 2022 , Trained in rural general practice in Scotland, with interests in Emergency medicine, Palliative care, and Diabetes  
Speaks Gujrati

#### **DR ANDREA CARPENTER**

Qualified in 2017 from the University of Birmingham and went on to complete foundation doctor and GP training in Birmingham. Attained membership of the Royal College of General Practitioners in August 2022, before moving to Lincoln in April 2023 and settling into a salaried GP role at Richmond Medical centre.

## **Trainee GP's**

A GP Trainee is a qualified Doctor who will become a GP through a period of training in hospital and in General Practice. They work closely alongside the GPs, principally seeing patients with acute conditions. They can prescribe and make referrals to other healthcare services as required.

**EMMANUEL ADEOGUN   PRASHANT ROSARIO   RUTH EMMETT   AARON FRYER**