

## THE ELMS MEDICAL PRACTICE

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### MINUTES

**Patient Participation Group  
The Elms Medical Centre  
Tuesday 4 March 2025 2pm**

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**Present: RW CC RC JB MG HO**

1. Apologies.
2. Minutes of Previous Meeting. Approved.
3. Matters Arising.  
COVID vaccines. New immunisation campaign commences in April 2025. TC undertaking vaccination of care home residents. Housebound vaccinations outsourced to pharmacy based in Gillingham.
4. Primary Care Network (PCN) – Structure & Management  
No change in practice membership, clinical leadership or management since last meeting.
5. Education. CEF role. KMMS.
  - i. PCN is delivering education to clinical staff.
  - ii. Practices are hosting KMMS medical students in Years 1, 2 and 4 for 6 weeks per academic year.
  - iii. Elms is hosting GP ST2 & ST3 trainees.
6. PCN IIF Clinical priorities: Learning Disability checks, and QFIT tests.  
Elms LD attainment 74% and QFIT 72%. We hope to have higher figures before the financial year end.
7. eConsult. New process.
  - i. We have deployed services of two care navigators to triage incoming eConsults, with capacity of approx. 25 daily.
  - ii. NHSE correspondence released last week declares requirement for practices to implement access 8am - 6.30pm Monday – Friday. We will be working on how to deliver this objective.
8. Additional Capacity for winter.  
ICB released funds to PCNs to facilitate additional winter appointments until the end of March 2025. Service delivered by MPA is hosted by Thorndike Practice in Rochester.
9. ARRS GP.  
Some funding is available for newly qualified GPs to be employed by PCNs. Locums are excluded. The strict criteria have been a barrier to recruitment.
10. ARRS Scope of practice.
  - i. The 2025/26 contract adds the ARRS GP funds to the pool, and permits employment of practice nurses.
  - ii. PA scope of practice discussed in the context of RCGP guidance.
11. Website development.  
Our website has been updated following an ICB audit, with a greater emphasis on functionality. Most users access the website on mobile phones.

12. New developments - pancreatic cancer case finding & robotic process automation.
  - i. The PCN has signed up to a new initiative to identify pancreatic cancer at an early stage by screening patients with new onset diabetes associated with weight loss.
  - ii. The practice is reviewing products for automation of processing test results, and document workflow.
13. NHS Kent & Medway News for You newsletter: sign up at <http://eepurl.com/iDqLVk>
14. Any Concerns or Queries.
  - i. Recruitment to PPG discussed.
  - ii. Discussion of recently announced GP contract 2025/26.
  - iii. Feedback from RC.
    1. Prescription ordering works well
    2. No F2F appointments available on app.
    3. e-Consult availability. Current limited capacity discussed.
    4. Pharmacy service. Pharmacy did not have record of appointment booked through app.
  - iv. Discussion re building plans on peninsula. CC has attended a planning meeting.
  - v. Suggestion that practice/PCN provides update on website. HO will explore this.
15. Any Other Business.

None.
16. Date of Next Meeting.

TBC.