

LIME GROVE MEDICAL CENTRE

TERMS OF REFERENCE OF THE PATIENT REFERENCE GROUP

Title of the Group:

The Group shall be called the Patient Reference Group of Lime Grove Medical Centre in Matlock and shall be affiliated to the National Association for Patient Participation

Aims of the Group:

The aims of the Group are to promote co-operation between the Practice and Patients to the benefit of both

To actively involve patients in making suggestions to improve services provided

To obtain feedback on the quality of the services provided

To discuss issues and expectations from the patient's point of view

Membership of the Group:

Membership of the Group shall be open and free to all registered Patients and staff of the Practice

Activities of the Group:

The Group will contribute to and be kept informed of Practice decisions affecting Patient care / service provision

The Group will represent Patients at the Practice in seeking to influence local provision of health and social care

Meetings of the Group:

The Group will endeavour to meet no fewer than three times a year

Notices of meetings, reports on meetings and information about the PRG's activities will be displayed on Practice notice boards, the Practice web site and members notified by email/mail when necessary

Organisation of the Group:

The Committee will be composed of an appointed Chair and between four and six members, agreed at a Group meeting and thereafter annually agreed. Other members may be co-opted as required

Administrative assistance will be provided by staff at the Practice