

# **PARK SURGERY HEANOR**

## **PATIENT PARTICIPATION GROUP CONSTITUTION**

### **MISSION STATEMENT**

Park Surgery Patient Participation Group (PPG) undertakes to participate in the health improvement of the local population and to encourage patients to engage in their own healthcare.

#### **1) Objectives**

The objectives of the group shall be to promote the benefit of the patients of the Practice by encouraging development and quality of health promotion and health care services; to achieve this aim by liaising with the doctors and staff, other community health workers, Health Authorities and other persons or organisations concerned with health care. The Group shall at all times respect diversity and will be committed to the principles contained within the Equality Act.

The group shall be non political and non religious. The group may affiliate itself to the National Association of Patient Participation Groups and to other organisations with similar charitable objectives.

The group will have an understanding of issues that impact on health; contribute to practice decisions about the range and quality of services provided; be a signpost to other services and agencies; identify areas with scope for improvement; promote excellence; support change; bring peers together for mutual encouragement; link into the community.

The members of the Group will not discuss matters related to their own personal health or those of others registered at the Surgery.

#### **2) Membership**

This shall be open to any patient of the Practice. Any patient may nominate themselves for election to the Group. The maximum number of members will be up to twenty patients and up to five members of practice staff. Any member of the Group may stand down as they wish. Membership of the Group shall be terminated immediately in the case of any person who ceases to be a patient of the Practice.

#### **3) Chairing the meeting**

A patient will be the appointed Chair until otherwise agreed by the Group.

#### **4) Voting**

All questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote thereat. No member shall exercise more than one vote. The Chair will have a casting vote, if required.

#### **5) Quorum**

4 members shall form a quorum at meetings of the Group of which at least 3 will be patients.

#### **6) Minutes**

Minutes shall be kept with a record of any discussions and decisions made. These will then be circulated to members and displayed on a notice board in the Waiting Room and upon the Practice website. The Practice Manager, or a member of the Practice staff will be the appointed minute taker until otherwise agreed by the Group.

This constitution was adopted as the Constitution of Park Surgery Heanor Patient Participation Group at a meeting held at Park Surgery,60, Ilkeston Road, Heanor, Derbyshire, DE75-7DX, on 11<sup>TH</sup> November 2015

Signed:  
Chair of the PPG

Signed:

Practice Manager