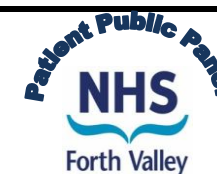


**PATIENT PUBLIC PANEL – DIARY OF INVOLVEMENT
JULY - AUGUST 2016**



JULY	ENGAGEMENT DETAILS (meeting, survey, audit etc)	BRIEF COMMENTS	TIME (hrs)
		<i>January - June Hours</i>	918.75
<i>June/July</i>	<i>Leaflet Task Group - LD</i>	<i>Leaflets</i>	3.5
<i>30-Jun</i>	NHSFV Area Drug and Therapeutic Group - EW		2.75
5	NHSFV Ward B21 - EF	Short stay ward for patients with dementia who are treated for physical ailments.	3.5
9, 11, 12	Commenting on Quality Improvement Strategy - MB, HM	Completion of Question Sheet after Reading Document	12
12	NHSFV Ward B21 - EF	See 5 July	3.5
12	NHSFV Bereavement Group, Falkirk Community Hospital - CMcN	Preparing bereavement packs	4
14	NHSFV Bereavement Group, Falkirk Community Hospital - CMcN, EF	Preparing bereavement packs	6
18	<i>PPP Steering Group - MB, HM, CMcN, CA, EC, EK, LC,</i>	<i>Presentation on Quality Improvement Strategy document and discussion on content. Feedback on Terms of Reference document and output from PPP meeting session from Derek Blues. Future actions and business section per agenda.</i>	30
19	NHSFV Ward B21 - EF	See 5 July	3.5
20	NHSFV Car Parking and Travel Group - HM, SMcG		

21	NHSFV Bereavement Group, Falkirk Community Hospital - MB, HM, HR	Making up of bereavement packs and bags; updating noted on content and new card to be handed out on wards expressing condolences	13.5
22	NHSFV Bereavement Group, Falkirk Community Hospital - MB, HM	Making up of bereavement packs	7.5
25	<i>Compile note of HePMA meeting</i>	<i>With Scott Hill, Lead Pharmacist, Helena and Terence Trial plan and roll-out of electronic prescribing. Report already submitted to Helena.</i>	
28	NHSFV Bereavement Team - EF	Preparing bereavement packs and bags	4
AUGUST			
2	NHSFV Children's Ward Menu Planning Group - CA		1.75
3	NHSFVRH/SERCO Ward B23 - JG	Infection Control, Patient Experience and SERCO Catering Surveys	4
4	Clacks and Stirling Health and Social Care Partnership Strategic Planning Group - EW, SMcG, HM	Minutes available on NHSFV website	10.75
5	NHSFV Clinical Governance Working Group - EK	Implementation, Assurance, Safe Care, Effectiveness and Person Centred Care, Minutes from all Committees and Groups	10
9	NHSFV Pre Annual Review Meeting with Pauline Marland - CA	Opportunity to find out procedure and what to expect.	1.25
12	NHSFVRH Ward B23 - JG	Infection Control and Patient Experience Surveys	3.5

15	NHSFVRH/SERCO Ward B23 - JG	Infection Control, Patient Experience and SERCO Catering Surveys	4
15	Full PPP Meeting	Presentation on Waiting Times by David McPherson; Update on Infection Control and Business Section; See September PPP News	60
17	Meeting with Helena Buckley - HM	Discuss matters arising from full PPP meeting and Scottish Health Awards	3
19	NHSFV Clinical Governance Committee - HM, EW	Minutes available on NHSFV website	10
22	Meeting of 1:1 Operational Group - MB	Update on information, caseloads and drop in centres	2.5
22	NHSFV Deteriorating Patient Group - MB	Cardiac arrest Presentations; DNACPR and patients in Intensive Care; How to deal with deteriorating patients in palliative care; Issues surrounding transfers to Acute	2.5
23	NHSFV Children's Ward Menu Planning Group - CA	Small Focus Group to plan for Tasting Session with children	1.5
25	NHSFV Research and Development Committee - CA		2.25
30	NHSFV Annual Review - HR, HM, MB, EC, JMcG, CA	Ministerial Review with User Group (CA); Public Meeting	24
31	Report writing of 2 meetings - CA	Reports on both Annual Review meetings of 30 August 2016 submitted	1.5
31	NHSFV Car Parking and Transport Group - HM, SMcG		6
		January - August Hours	1161

Margo Biggs – MB
Mary Miller – MM
John McGhee – JMcG
John Snaddon – JS
Lee Campbell – LC
John Boyle - JB

Sheila McDuff – SMcD
Eddie Kelly – EK
Terence O’Byrne – TO’B
Meg Asd Amasi – MA
Eileen Wallace – EW

Helen Russell - HR
Carol Allardyce – CA
Christina McNeil – CMcN
Helen Macguire – HM
Lawrie Dewar – LD

David McLaren - DMcL
Evelyn Crosbie - EC
James Greenaway - JG
Sheila McGhee – SMcG
June Reid - JR