

**PATIENT PUBLIC PANEL – DIARY OF INVOLVEMENT  
FEBRUARY - MARCH 2018**



<b>FEBRUARY</b>	<b>ENGAGEMENT DETAILS (meeting, survey, audit etc)</b>	<b>BRIEF COMMENTS</b>	<b>TIME (hrs)</b>
		Hours carried forward from April 2017 - January 2018	1493.75
1	Leaflet Group - SMcD	Ophthalmic Cancellation Letters Confirmed Response	0.25
1	NHSFV Ward B11 - LC	Patient Experience and Infection Control Surveys	3
2	NHSFV Patients Rights Group - LC		3
5	NHSFV Bereavement Steering Group - MB, HM	Update on Policies and practical issues trolleys - possible audit; Children and bereavement discussed plus stillbirths etc	6
5	NHSFV Ward B23 - JG	Patient Experience and Infection Control Surveys	3
6	NHSFV Area Prevention and Control of Infection Committee - CMcN		3
7	NHSFV Ward B11 - LC	Patient Experience and Infection Control	3
7 and 8 Feb	Stirling University Dementia Conference - EW	Communication IT/Research	16
08-Feb	NHSFV TCAT Steering Group - MB	Evaluation and update of 1:1 Case Studies	3
08-Feb	NHSFV Stirling Care Village - SMcG	Open Day	3
9	NHSFV Clinical Governance Committee - EW, HM	See Minutes on website	11.5
9	NHSFV Stirling Public Partnership Forum - EW, HR	Co-ordinating Group meeting - update on all information before full Stirling PPF meeting	5.5
12	Stirling University Nursing Interviews - MM	Student nurse recruitment programme	4.75

12	NHSFV/SERCO Cardiology Ward - CA	Patient Experience and Catering Surveys	3.5
12	NHSFV/SERCO Ward B23 - JG	Patient Experience, Infection Control and Catering Surveys	3.5
14	<i>SIGN meeting - EW</i>	<i>Preparation for SIGN conference</i>	4.5
14	NHSFV Ward B11 - LC	Patient Experience and Infection Control Surveys	3.5
15	NHSFV Person Centred Health Care Steering Group Meeting - MM, MB, HM	Reports on communication, patient experience, Care Opinion; changes in Patient Relations; LGBT update from Lynn Waddell	10
18	NHSFV Ophthalmology Survey - JMcG	Finalising Survey and Completing the Report	4
19	Stirling University Nursing Interviews - MM	Student nurse recruitment programme	4.75
20	NHSFV Ward B23 - JG	Patient Experience and Infection Control Surveys	3
21	SERCO Domestic Audit - CMcN	Domestic Audit in NHSFVH's Endoscopy Unit	2.5
21	NHSFV Ward B11 - LC	Patient Experience and Infection Control Surveys	3
26	<i>PPP Full Panel Meeting - MM, SMcD, CA, LD, TO'B, EW, HM, MB, LC, CMcN, SMcG, AAH, EC, MG, JG, JS, MW</i>	<i>Judith Rooney, Emergency and Urgent Care Dept, was unable to attend to give presentation due to unforeseen circumstances; Valuable discussion with Jonathan Horwood and Sam Johnston on Infection Control; Business Meeting; see Minutes on website</i>	60
26	NHSFV Simulation Centre - MB, HM, EW	Patient Role play to assist with students' training	10
26	NHSFV Ward B23 - JG	Patient Experience and Infection Control Surveys	3
26	NHSFV Ward B11 - LC	Patient Experience and Infection Control Surveys	3

26 Feb-2 Mar	Leaflet Group - SMcD, LD, LC	Draft Response (PACS) Tier Two Leaflet	5.5
27	NHSFV/SERCO Cardiology Ward - CA	Patient Experience and Catering Surveys	3.25
27	Clacks and Stirling Health & Social Care IJB's Strategic Planning Group - HM, EW, SMcG	Alcohol & Drug Partnership - Care Inspectorate Improvement Plan Report; Primary Care Transformation; Funding; New Representatives Process; Joint Inspection update	15
		February Hours	207
		April 2017 - February 2018 Hours	1700.75
<b>MARCH</b>			
5	Leaflet Group - SMcD	Draft Response (PACS) Tier Two Leaflet Confirmed response	0.25
6	Health & Social Care Alliance Scotland (the ALLIANCE) Your GP and You Event - SMcG, HM,TO'B, EW, MB	Presentations on what Practice profiles will be after the new GP Contract. Q/A session on implications. See PPP News	30
7	NHSFV Research and Development Committee - CA		2.75
8	Clacks & Stirling Health and Social Care Briefing Session for Joint Inspection Visit - HM, EW		3
9	NHSFV Compilation of Duty of Candour packs - MM	Making up Duty of Candour packs for Clinical Areas. Additionally, made up packs at home and returned them to FVRH	9
9	NHSFV Compilation of Duty of Candour packs - CA		3.25
12	Clacks & Stirling Health and Social Care Joint Inspection Visit - HM, EW	Attend interview with H&SC Inspection Team	3
13	NHSFV/SERCO Cardiology Ward - CA	Patient Experience and Catering Surveys	2.5

13	NHSFV Ward B23 - JG	Patient Experience and Infection Control Surveys	3
13	NHSFV Bereavement Group - MB, HM	Making up Bereavement packs. Working in Bereavement Service rooms to put together in excess of 60 packs.	8
16	Falkirk Health & Social Care Partnership Integrated Joint Board - MB	Special Board Meeting. Finance Reports gone over, questions asked and approval given	2
16	NHSFV Clacks Public Partnership Forum - SMcG, HM	Co-ordinating Group Meeting. Updates on Clacks & Stirling IJB Meeting, Primary Care Transformation Work and Carers Centre	5
19	Supra Pubic Catheter Training Session - SMcG	First ever advanced training for District/Care Home Nursing Staff	3.5
19	<i>PPP Steering Group - MB, HM, MM, EK, LC, CA, SMcD, CMcN, EC</i>	Updates on Transport Working Group, Comms and Media Group, Diaries of Involvement, Agenda setting for full PPP Meeting on 30 April 2018. See Rolling Action Log	23
19	NHSFV/SERCO Ward B23 - JG	Patient Experience, Infection Control and Catering Surveys	3.5
22	NHSFV Information Governance Committee - JMcG	Health and Safety update; Corporate Risk Assessment updates; Policy revisions; Monitoring reports	3
26	NHSFV/SERCO Cardiology Ward - CA	Patient Experience and Catering Surveys	3
27	NHSFV/SERCO Ward B23 - JG	Patient Experience, Infection Control and Catering Surveys	3.5
29	NHSFV Children's Menu Working Group - CA		1.5
		March Hours	112.75

		<b>April 2017 - March 2018 Hours</b>	<b>1813.5</b>

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

Sheila McDuff – SMcD  
Eddie Kelly – EK  
Terence O’Byrne – TO’B  
Helen Macguire – HM  
Eileen Wallace – EW

Helen Russell - HR  
Carol Allardyce – CA  
Christina McNeil – CMcN  
Sheila McGhee – SMcG  
Lawrie Dewar – LD

David McLaren - DMcL  
Evelyn Crosbie - EC  
James Greenaway - JG  
Margaret Wotherspoon - MW  
Aftikhar Ali Hussain (AAH)