EastwoodGroupPractice

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**Dr SHH Zaidi, Dr T Zaidi, Dr S Zaidi**

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PPG MEETING MINUTES

MEETING 21ST FEBUARY 2019

APOLOGIES

Colin Knight, Gill Knight and Janice Haffenden.

1 Minutes from last meeting discussed.

2 The Chairman wished is to be added to the minutes that Angela (practice manager) and Dr Zaidi was unable to attend the meeting. In place of them was Sally a receptionist at Belfair's and Sam Huett the practice prescribing nurse.

3 The chairman has also requested that the minutes be sent out at least 2 to 3 weeks before the next PPG meeting.

4 A member brought some information from the paper regarding the disposal of used sharps and where patients are able to take their sharps bins for disposal. The chairman has since received additional information regarding this and this has been attached to the minutes.

5 The chairman informed the members of the sad passing of Margaret that worked as a receptionist at Kent Elms branch for a number of years. She asked that condolences be passed on.

6 An update was requested in regard to the building work at Belfair's and Kent Elms. Sam explained that the work is progressing at the moment at the sites. Work is expected to be completed between May and June for both. All new equipment will be purchased for both sites, with self signing in for the patients at Kent Elms.

At the next meeting there will be a much clearer idea on when Kent Elms will be ready to open. There will be 4 new clinical rooms at Kent Elms, a nurse room and 2 HCA's rooms. At Belfair's there will be an extra 4 doctors rooms. It was asked if there will be hand rails fitted as the length of the corridor when the new rooms will be completed will be quite long. There will be hand rails fitted. It was also asked regarding wheelchairs. There is already a wheelchair at Belfair's and one will be provided for emergency use at Kent Elms as well. The chairman ask if emergency lighting is at all the sites and to confirm all sites have emergency lighting.

7 A member asked if we provide a Saturday service, which at present we do not. However, when the building work is completed it will be a service that the surgery will be looking into.

8 The chairman informed the group of the changes to the PPB and how the format of the meetings will change. She will update when she knows more.

9 Sam informed the group regarding the update to the locality and how we now have a paramedic that will be completing 5 visits per day for the practice, after these have been triage by a doctor. This will free up the on call doctor for more telephone calls or clinics. Further update will be provided at the next meeting.

AOB

The chairman asked that information regarding a media release she has received to be sent round to the members.

This is attached to the minutes.

Next meeting 2nd May 6.30pm Belfair's branch.

# DISPOSAL OF USED SHARPS BINS

NHS England

Your local authority (District or Borough Council) has in place arrangements for the disposal of used sharps bins. The information below provides contact details for local authorities in the [define area] area and the councils provision for the disposal of used sharps bins when full.

A sharps bin is a specially designed rigid box with a lid that's available on prescription (FP10 prescription form) that can be dispensed, along with medication.

Clinical waste (including sharps waste) produced at a domestic property, is considered to be household waste, which is the responsibility of the local authority.

To find details of your council's clinical waste provision please see the below table:

| | | | |
|---|---|---|---|
| **Maldon District Council** | | | |
| | www.maldon.gov.uk/info/20008/collections/6024/household_waste_and_recycling_collections/7 | ☎ | 01621 854477 |
| To register for the service provided by the council, forms are available on the council website which needs to be completed and returned to the Council. | | | |
| **Chelmsford City Council** | | | |
| | www.chelmsford.gov.uk/bins-and-recycling/special-collections/request-clinical-waste-collections/ | ☎ | 01245 606606 |
| Chelmsford City Council provides a free clinical waste collection service for residential properties within the Chelmsford area. Please see website for details of how to arrange a collection. | | | |
| **Basildon Borough Council** | | | |
| | www.basildon.gov.uk/article/4816/Clinical-and-Hazardous-Waste | ✉ | recycling@basildon.gov.uk |
| For regular collections please see the council website for an application form. For one off collections please email recycling@basildon.gov.uk to request a collection. | | | |
| **Rochford District Council** | | | |
| | www.rochford.gov.uk/environment/recycling/what-goes-where | | |
| Application form available on council website for residential collections. The council makes a charge for collections. | | | |
| **Southend on Sea Borough Council** | | | |
| | www.southend.gov.uk/info/200383/recycling_and_waste/228/hazardous_household_waste/2 | ☎ | 0203 5676955 |
| Please contact Veolia the council contractor on 0203 5676955, there is a charge for the service | | | |
| **Castle Point Borough Council** | | | |
| | www.castlepoint.gov.uk/clinicalwaste/ | ✉ | info@castlepoint.gov.uk ☎ 01268 882200 |
| Please refer to the council website for up to date information on council collections. | | | |
| **Thurrock Council** | | | |
| | www.thurrock.gov.uk/clinical-waste/disposing-of-clinical-waste | | |
| Application form available on website for residential collections. Alternatively council has arrangements with specific pharmacies listed on the council website to take sharps containers to. | | | |

Please only dispose of used sharps appropriately in specialist sharps bins, used sharps must **not** be placed in general household waste.

## Useful information on Clinical Waste

**Clinical waste:** is a sharp (including needles, syringes or other sharp instruments), body fluid or other biological material (including swabs or dressings) containing or contaminated with pharmaceutical products or anything that maybe infectious.

- Please contact your local authority to arrange for future collections. (contact details overleaf)
- Clinical waste must **not** be placed in either normal domestic or recycling waste.

**Offensive waste:** is non-clinical waste that's non-infectious and doesn't contain pharmaceutical or chemical substances, but may be unpleasant to anyone who comes into contact with it. Offensive waste includes hygiene waste and sanitary protection like nappies and incontinence pads.

- This waste appropriately bagged can be placed in normal domestic refuse.
- If there are significant quantities of offensive waste generated that would result in difficulties being included within domestic refuse (non-recyclable), please contact your local council to enquire about additional collections.

**Healthcare providers** who treat patients in their own home and produce clinical waste as a result of treating patients are under a duty of care to manage the waste they produce. The healthcare provider must make their own arrangements for such waste.

**Care Homes/Nursing Homes** should make their own contractual arrangements for the disposal of clinical waste; if it is as a result of community pharmacies providing an additional/enhanced service to the care home then the pharmacy should be making separate arrangements for the disposal.

NHS

# MEDIA RELEASE

**Issued by NHS Castle Point and Rochford CCG and NHS Southend CCG**

**For immediate release: Monday 11 March 2019**

## Local NHS raises awareness of good nutrition and hydration for wellbeing

NHS Southend and NHS Castle Point and Rochford Clinical Commissioning Groups (CCG) are supporting a national campaign to raise awareness of the importance of good nutrition and hydration care.

Nutrition and Hydration Week runs from 11-17 March and is a campaign of joint action by Hospital Caterers Association, National Association of Care Catering and NHS England to improve awareness of good nutrition and hydration for patients in health and social care.

In the UK at any one time, there are an estimated three million malnourished people, with many more at risk. Around one in three people admitted to hospital or care homes in the UK are found to be malnourished or at risk of malnourishment. Malnutrition is caused by having an inadequate diet or a problem absorbing nutrients from food. To aid identification of the condition, carers can look out for common signs which include:

unexplained weight loss

feeling tired all the time and lacking energy

frequent and long-lasting infections

delayed wound healing

poor concentration

difficulty keeping warm

depression.

There are many reasons why generally healthy people can become malnourished, including reduced mobility or dexterity, poor dental health, or financial difficulties. Some health conditions or treatments can cause problems with the mouth or with swallowing, which can affect eating and, even, drinking – adding the risk of dehydration.

To encourage people to eat and drink:

Encourage the person to eat and drink with others

Use a favourite cup and plate

Take smaller meals and drinks more often

Try different foods, particularly those that contain fluids, eg fruit and vegetables, soup, breakfast cereal with milk, yogurt, jelly, ice-cream and sauces.

If dry mouth is a problem, the following may also help: suck on ice; use mouth moisturising gels, chew sugar free gum and high fluoride toothpaste; and clean the mouth frequently.

There is evidence that poor nutrition and hydration can harm patients' health and wellbeing, reduce their ability to recover and even lead to death. Poor and inconsistent practice in nutrition and hydration care can also lead to serious and avoidable harm.

Tricia D'Orsi, Chief Nurse and Interim Accountable Officer said: "Nutrition and Hydration Week continues to grow each year with more and more organisations taking part across all care settings. The week is all about raising awareness around the vital need for good nutrition and hydration and recognising we all have a role to play in improving the health and well-being for ourselves and those in our care."

To get involved, visit The Nutrition and Hydration Week website.

For more information contact elliott.spiteri@nhs.net

ENDS

**Editors' notes:**

For more information about NHS Castle Point and Rochford CCG visit:

https://castlepointandrochfordccg.nhs.uk/

For more information about NHS Southend CCG visit:

https://southendccg.nhs.uk/