

WORK PLAN 2019

Hold meetings in February, April, May, September and November.

Prepare newsletters for publication in March and October.

Organise health talks in January, June and October.

Review the practice website at each meeting.

Help to promote at least one health awareness day each quarter

Continue to explore ways by discussion at every meeting to encourage patient involvement in the group.

Agree dates for meetings and health talks for 2020 by 31 May 2019.

Agree form of participation in PPG Awareness Week by 31 May 2019.

Carry out annual patients' survey by 30 June 2019 .

Analyse results of survey for inclusion in October newsletter by 31 August 2019.

Review Terms of Reference by 30 September 2019.

Agree work plan for 2020 by 30 November 2019.