

SOUTH SOMERSET PATIENT & PUBLIC INVOLVEMENT IN HEALTH FORUM				ACTION PLAN - OCTOBER 2004			
	Date	Task	Forum	Progress	Outcome	Deadline	Date
	added to Plan		Lead				Completed
1	08-Sep-04	Attend West Country Ambulance Forum meeting at Shepton Malet 7.00pm	RH	Completed	Represent Forum. Network with other Forums. Build links. Participate in business and report back	08-Sep-04	08-Sep-04
2	08-Sep-04	Attend CPPIH Regional Forum at Newton Abbot at Dorchester 22 Sep	RB/GB MC	Completed In hand	Represent Forum. Network with other Forums. Build links. Participate in business and report back	14-Sep-04 22-Sep	14-Sep-04
3	08-Sep-04	Attend Forums' Seminar at Shepton Malet ref ITC 15 September 2004 6.30pm - 8.30pm	GB	CANCELLED	Represent Forum. Network with other Forums. Build links. Participate in business and report back		
4	08-Sep-04	SSPCT Health Market Place at Chard: 3.00pm until 6.00pm	RB/MT/?VC	Completed	Build links. Participate in business and report back	15-Sep-04	15-Sep-04
5	08-Sep-04	SSPCT AGM at Chard: 6.00pm until 6.30pm	RB + VC	Completed	Represent and Publicise Forum and report back	15 Sep 04	15-Sep-04
6	08-Sep-04	CPPIH Shaping Health Conference 21 Oct 09-Nov	RB ?VC or MC	In hand	Represent Forum. Network with other Forums. Build links. Participate in business and report back	09-Nov-04	
7	08-Sep-04	Forums' Conference at Trowbridge		tba	Represent Forum. Network with other Forums. Build links. Participate in business and report back	26-Nov-04	
8	08-Sep-04	SSPCT Board Meetings	RB	Ongoing	Represent Forum. Participate in business and report back		
9	08-Sep-04	SSPCT Reference Group for South Petherton Hospital redevelopment	VC	In hand	Represent Forum views, seek views of local community and report to Forum	31-Dec-04	
10	08-Sep-04	Monitor implementation of Out of Hours Working arrangements	RB	Ongoing	Maintain monthly Forum consideration	31-Dec-04	
11	08-Sep-04	Travel Immunisation Policy	RB	Ongoing	Monitor publication of leaflet for circulation to GP surgeries		
12	08-Sep-04	Review planned appointment of PCT Dental Development Manager		Ongoing	Invite to speak to Forum. Review NHS Dental provision.		
13	08-Sep-04	Review working of Referral Management Centre		Ongoing	Monitor developments		

SOUTH SOMERSET PATIENT & PUBLIC INVOLVEMENT IN HEALTH FORUM				ACTION PLAN - OCTOBER 2004			Page 2
	Date	Task	Forum	Progress	Outcome	Deadline	Date
	added to Plan		Lead				Completed
14	08-Sep-04	SSPCT bi-monthly briefings for Forum Members	All	tba	Maintain working partnership with PCT. Bring to PCT matters of concern. Discuss PCT's current and planned agendas for PPI		
15	08-Sep-04	Draft Memorandum of Understanding - SSPCT (see HAP document)	RB + ??	Ongoing	Ensure good and practical working partnership with PCT		
16	08-Sep-04	Investigate anticipated population increases in PCT area and the implications for provision of adequate health services	MC/VC/LF/ PJ	Ongoing	Research data for consideration Summarise Forum's findings		
17	08-Sep-04	Establish pattern of referrals to YDH, MPH and ? DCH		Ongoing	Research data for consideration Summarise Forum's findings		
18	08-Sep-04	Consider provision for Care of the Elderly	MC	Ongoing	Research data for consideration Summarise Forum's findings		
19	08-Sep-04	Recruit new members to Forum	All	Ongoing	Achieve membership of 16 members		
20	08-Sep-04	Publicity	RB & HAP	In hand	Prepare and issue Autumn Press Release to coincide with SSPCT Consultation on South Petherton redevelopment	15-Oct-04	
21	13-Oct-04	Submit application for funding in order to hold a Day Conference for South Somerset Patient Groups and Voluntary Organisations	RH	For approval	Gather views of Patients' Groups and Voluntary Organisation on health matters in South Somerset Raise profile and publicise Forum Recruit new members	Mar-05	