

RL PPG Action Plan 2023 - Created November 2023

During the pandemic the number of PPG members have decreased. The purpose of this action plan is to encourage new members to join our PPG.

Action	Responsible Owner	Timescale
Website: What is the PPG?	LJ	November
Website: How to join?	LJ	November
Website: Who can join?	LJ	November
Website: Why do we want a PPG - benefits to patients, practice and community	LJ	November
Advertise meeting on practice website	LJ	December
Advertise PPG meeting in practice	LJ	December
Advertise on social media	LJ	December
Create poster/graphics to advertise meeting	LJ	December
Advertise PPG on practice TV screen	LJ	December
Update PPG noticeboard in Surgery	LJ	December
Text patients link for PPG info on practice website	LJ	January
Create leaflet - available at reception	LJ	December
Advertise PPG in practice (toolkit poster)	LJ	December
Staff awareness - tell Clinicians & admin staff about the meetings	LJ	December
Add PPG info/leaflet to the registration pack	LJ	January
Advertise with charity	LJ	December
Advertise with local schools	LJ	2024
Explore creating a virtual PPG - (facebook/newsletters) & advertise on website/practice fb group if relevant	LJ	January
Create new page for practice website dedicated to the PPG	LJ	January
Hold a PPG Drop In Event to attract new members (Tuesday 13th February 2024)	LJ	February
Set a date for the next PPG meeting - Tuesday 30th April 2024	LJ	March