

**I would like to become a member of the  
Broom Leys Surgery PPG**

Please tick the box to confirm you have  
read and understood the information  
overleaf

Title: Mr Mrs Miss Ms Other .....

Name: .....

Address: .....

.....

.....Postcode: .....

Age: Under 18 ..... 18-24 .....

25-60 ..... 60-75 ..... 75+ .....

Telephone: .....

Mobile: .....

E-Mail Address: .....

.....

Signature: .....

Date: .....

Please hand this form in at reception or  
return it by post to the address opposite



**Getting Involved**

Becoming a part of our PPG doesn't necessitate  
any formal training. What truly counts is your  
passion and dedication to bringing about positive  
transformations within the practice.

We welcome you to share your valuable insights  
about the practice's functioning and to provide  
suggestions for its improvement.

If you're eager to participate, please take a  
moment to complete the slip  
opposite and return to Reception. We will  
then contact you with further details

Your active involvement is greatly appreciated



**Broom Leys Surgery**

Broom Leys Road, Coalville,  
Leicestershire, LE67 4DE  
Telephone: 01530 832895

*Website: [broomleysurgery.co.uk](http://broomleysurgery.co.uk)*

*E-mail: [BroomleysSurgery.Patients@nhs.net](mailto:BroomleysSurgery.Patients@nhs.net)*

**Patient  
Participation  
Group  
Information  
Leaflet**



**Broom Leys Surgery  
Patient Participation Group**

## Who We Are & What We Do

Members of the Patient Participation Group (PPG) are volunteers who work with the practice to represent patients, offering views on the services and facilities that are provided.

Patients also have the option to be involved in the wider health issues across Leicestershire, Leicester and Rutland.



### When do we meet?

We aim to meet bi-monthly, usually on the 2<sup>nd</sup> Thursday of the month 4.00pm to 5.30pm at the practice and details of all meetings are forwarded to members in advance.

### I can't get to meetings – how else can I be involved?

If you are not able to join us at the meetings, you could always join our “virtual group” and assist the group by responding by e-mail

## Who We Are Not

We are not a forum for individual agendas or personal complaints. Complaints must be made directly to the practice to comply with the standardised NHS Complaints Procedure and be handled under a strict code of confidentiality. If you have a complaint, please either speak to one of the practice team or pick up the practice information leaflet on complaints.



### Future Plans

We want to encourage additional patients to join the group. It is expected that the PPG will become more visible and assist the practice with new initiatives and ideas. We always welcome suggestions and ideas that contribute to patient experience when they visit the practice. Your suggestions can be forwarded to the Practice Manager to be discussed with the PPG where appropriate.



## Joining our PPG

To join our PPG complete the form overleaf and hand in to reception. This does not mean you will have to attend all meetings, but there is a commitment to attend at least one group meeting per year. In addition to this, we also welcome your views and opinions via e-mail or telephone.

### Data Protection



*The information you provide overleaf will be used by Broom Leys Surgery to contact you about our health care services, activities and events.*

*Your details will only be used for this purpose and will not be shared with anyone else. The information you supply will be held securely and in accordance with the Data Protection Act 2018 You can opt out of the PPG at any time by informing the Practice Manager and your details will be removed*