

DRAFT CONSTITUTION March 2017

Name

The name of the Group is **Mayflower Medical Centre Patient Participation Group**.

Objectives

To represent the patients of the Practice, and to give Practice Staff and patients an opportunity to discuss issues of mutual interest.

To gather opinion and comments and to provide feedback to representatives of the Practice.

To regularly review the results of patient surveys.

To liaise with relevant staff of the Practice, and other Health related organisations as appropriate.

The group will be non political and follow principles of equality and diversity.

Membership

Membership is open to any patient of the Practice. Any patient who is no longer on the Practice list, for whatever reason, will be disqualified from membership.

Representatives of the Practice will attend as directed by the Practice Manager.

A Chair and Vice Chair will be appointed by nomination of the membership and will serve a term of one year in the first instance.

Meetings

Group meetings will be held on at least a quarterly basis, but additional meetings may be called as appropriate. There will be an Annual General Meeting at which a report will be presented and election of Chair and Vice Chair will be undertaken.

Minutes will be taken at each meeting and copies held within the Practice.

Dissolution

If it becomes necessary for the group to be dissolved, this will be done at a Special General Meeting.