

Pre-Consultation, Communications and Engagement Log - WNCCG urgent care

| Activities | Purpose | Date | Venue | GEM Lead | Client Lead | Targeted | | No. of questionnaires | No. of people | Contact details (where appropriate) | Feedback/ Notes |
|---|--|-----------|--|----------|-------------|--|------------|---|---------------|--------------------------------------|------------------|
| | | | | | | Group | Individual | | | | |
| PGF bi monthly meeting | Engagement | 06-Jul-15 | Nuneaton - GETEC | NP/SG | AG | PPG leads | | | 23 | | |
| Distribution of questionnaires to 28 GP practices (20 per practice) | Engagement | 07-Jul-15 | All GP practices across WNCCG area | SG | | Patients | | 560 | | | |
| Electronic distribution of briefing | Engagement and information | 06-Jul-15 | CCG staff, Governing Body, Practice managers | SG | | CCG staff, Governing Body, Practice Managers | | | 57 | | |
| Distribution of questionnaires and web link to all PGF members (61) electronic distribution | Engagement and information | 07-Jul-15 | All PGF members | NP | AG | PPG leads | | | 61 | | |
| Electronic distribution of briefing | Engagement and information | 08-Jul-15 | Healthwatch Warwickshire | SG | AG | HW stakeholders | | 20 (TBC) | | Len Mackin | |
| Distribution of questionnaires to North Warwickshire Nuneaton and Bedworth Libraries (10 per library) | Engagement | 09-Jul-15 | Sent from Shire Hall (Warwick) via internal courier service to all libraries in WNCCG area | SG | AG | General public | | 160 | | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Stakeholders | | | 66 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Schools | | | 88 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Children Centres | | | 17 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Colleges | | | 8 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Workplace | | 1 | 1 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Councillors | | | 15 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Parish Councils | | | 18 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Pharmacies | | | 34 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Nursing Homes | | | 10 | | |
| Electronic - Briefing and email | Engagement and information | 07-Jul-15 | Sent from ArdenGEM email account | SG | AG | Residential and Care Homes | | | 66 | | |
| Electronic - Briefing and email | Engagement and information | 08-Jul-15 | Sent from ArdenGEM email account | SG | AG | MPs | | | 2 | | |
| Electronic - Briefing and email | Engagement and information | 09-Jul-15 | Sent from ArdenGEM email account | SG | AG | Community and Voluntary Groups | | | 132 | | |
| Delivery of questionnaires by hand. | Engagement and information | 09-Jul-15 | Warwickshire County Council (Paul Hooper) | SG | AG | Warwickshire County Council | | 25 | | | |
| Delivery of questionnaires by hand. | Engagement | 10-Jul-15 | Warwickshire CAVA (Alison Thompson) | SG | AG | WCAVA | | 50 | | | |
| Webpage development and links activated | Information for patients and public to access online survey and easy read version. | 06-Jul-15 | Warwick - Arden GEM CSU | SG | AG | CCG website | | | | | |
| Electronic - Briefing and email | Engagement and information | 14-Jul-15 | Sent from ArdenGEM email account | SG | AG | Health Champions | | | 327 | | |
| Delivery of questionnaires by hand. | Engagement and information | 16-Jul-15 | Manor Court-Food Bank engagement - completed | DI | AG | Community and Voluntary Groups | | 7 | | | |
| Electronic - Briefing and email | Electronic - Briefing and email | 14-Jul-15 | Warwickshire CAVA - Newsletter | SG | AG | WCAVA | | | | | |
| Electronic - Briefing and email | Electronic - Briefing and email | 17-Jul-15 | Warwickshire young carers Group | NP/SG | AG | Community and Voluntary Groups | | | | Secure facebook grp | over 100 follows |
| Delivery of questionnaires by hand. | Engagement and information | 17-Jul-15 | Holy Trinity Church-Food Bank engagement - completed | DI | AG | Community and Voluntary Groups | | 0 | 7 | | |
| Delivery of questionnaires by hand. | Engagement | 21-Jul-15 | Atherstone HUB | SG/NP | AG | Learning Disability group | | 5 | | | |
| Delivery of questionnaires by hand. | Engagement and information | 21-Jul-15 | The CHESS Centre | SG/NP | AG | Elderly group | | 12 (left 40 with the coordinator and NP to collect) | 30 | | |
| Delivery of questionnaires by hand. | Engagement and information | 21-Jul-15 | Hartshill Community Centre | SG/NP | AG | Community group | | 10 (NP to collect) | 10 | | |
| Delivery of questionnaires by hand. | Engagement and information | 21-Jul-15 | The Nuffield Trust - Health and Fitness Centre | SG/NP | AG | Community group | | 15 (NP to collect) | 15 | | |
| Visit to Dairy Crest - to query what is the best way to get surveys filled in by staff. | Information re engagement | 21-Jul-15 | Dairy Crest (distribution centre) | SG/NP | AG | Workplace | | | | NP to contact HR lead at Dairy Crest | |
| Delivery of questionnaires by hand. | Engagement and information | 25-Jul-15 | Visit to Nuneaton Mosque | DI | AG | Community group | | 1 | 10 | | |
| Media coverage | Engagement and information | 27-Jul-15 | Coventry & Nuneaton Telegraph | Comms | AG | Circulation 21080 | | | 21080 | | |
| | Engagement and information | 09-Jul-15 | Nuneaton News | Comms | AG | Circulation 29953 | | | 29953 | | |
| | Engagement and information | 16-Jul-15 | Tamworth Herald | Comms | AG | Circulation 18394 | | | 18394 | | |
| | Engagement and information | 16-Jul-15 | Atherstone & Coleshill Herald | Comms | AG | Circulation 27238 | | | 27238 | | |

| Action required if any | Email Ref if applicable |
|------------------------|-------------------------|
|------------------------|-------------------------|

Post-Consultation, Communic

| Activities | Date |
|------------|------|
| | |

ations and Engagement

| Venue | GEM Lead |
|-------|----------|
|-------|----------|

| ICTP Lead | Targeted | |
|-----------|----------|------------|
| | Group | Individual |

| No. of people | Contact details (where appropriate) |
|----------------------|--|
|----------------------|--|

Purpose/ Feedback

Action