

**Healthwatch Kingston**  
**Hospital Services Task Group Meeting**

25<sup>th</sup> February 2015

10:00-12:00

At the Healthwatch Kingston office, Kingston Quaker Centre,  
Fairfield East, Kingston KT1 2PT

**Agenda**

- 10:00 **Welcome**  
Apologies and overview of meeting  
*5 mins*
- 10:05 **Notes and Actions of the last meeting** held on 14/1/15  
To include updates on Aftercare & Discharge and Communication about Appointments  
*5 mins*
- 10.10 **Enter & View visit planning**  
*Approve Enter & View survey questions and planning*  
*1 hour 30 mins*
- 11.40 **Presentation of Annual Board Report & Food Testing Report**  
*10 mins*
- 11:50 **AOB**  
*5 mins*
- 11:55 **Date of the next meeting**  
*5 mins*
- 12:00 **End**