#### **Private and Confidential**

Mr Mark Schofield Kingswell Surgery 40 Shrewsbury Road Penistone Sheffield S36 6DY

# Improving Practice Questionnaire Report

Kingswell Surgery

April 2016



## **Report Contents**

#### Introduction

Your patient feedback	
Distribution and frequency of ratings (table 1)	P1
Your mean percentage scores and benchmarks from all participating practices (table 2, graph 1)	P2
Your mean percentage scores and benchmarks by practice list size (table 3, graph 2)	P3
Your patient demographics (table 4)	P4
Your current and previous mean percentage scores (table 5)	P5
Your patient comments	P6

# Supporting documents Details of score calculation Explanation of quartiles Page by page guide to the interpretation of your report Sample questionnaire



#### **IPQ** Report

#### Introduction

#### About the IPQ

The IPQ is a well-established questionnaire widely used in the UK.

Since 2004, over 3,000,000 patients have completed an IPQ providing valuable patient feedback to over 4,000 practices and over 16,000 health practitioners, many of these practices and health practitioners having completed the survey on more than one occasion.

Extensive published validation studies have established that the IPQ is a reliable and sensitive tool: accurately measuring patient satisfaction in designated areas and is sensitive to change - if the IPQ is carried out on more than one occasion any change in patient perception of service can be clearly and reliably monitored.

This report outlines the feedback that has been collected and analysed from a sample of your patients. Full explanation on how to interpret this information can be found in the report. We hope that this feedback is useful and a basis for reflection.

A sample of the IPQ questionnaire is included at the end of this report for reference.

#### About the benchmarks

Benchmarks are a useful guide as to how your practice performed in relation to all the practices who have carried out an IPQ survey. Benchmark data provided relates to either all practices or according to practice list size (the practice list size benchmarks displayed in this report are representative of your practice), as we have established this plays a part in scores achieved. However, it should be noted that other factors such as geographical location and clinical setting may also affect scores and benchmarks may not always be truly representative. Furthermore as it is not mandatory for a practice to carry out an IPQ survey, benchmarks provided are effectively based on data collected from a *volunteer* sample. Volunteer samples often perform better than an 'average' sample which could make the benchmarks provided artificially high.

#### Your feedback

From the report you will be able to clearly pinpoint areas where you scored well and also those areas where you might feel that improvements may be needed. However, it is advisable to take time to assimilate all the feedback and to avoid scanning the report and noting specific scores on which too much emphasis can be placed. In fact, the clearest reflection of patient satisfaction can often be seen in the frequency and distribution of patient ratings and in their written comments.

A page by page guide to the interpretation of your report has been incorporated in the supporting documentation at the end of this report which you may find useful.

#### Other useful information

Together with your report you will receive:

- An A4 poster: to enable you to share the results of your local survey with the patients in your practice.
- A 'Guidance template for discussion of local findings and action plan' to help you reflect on the survey results.

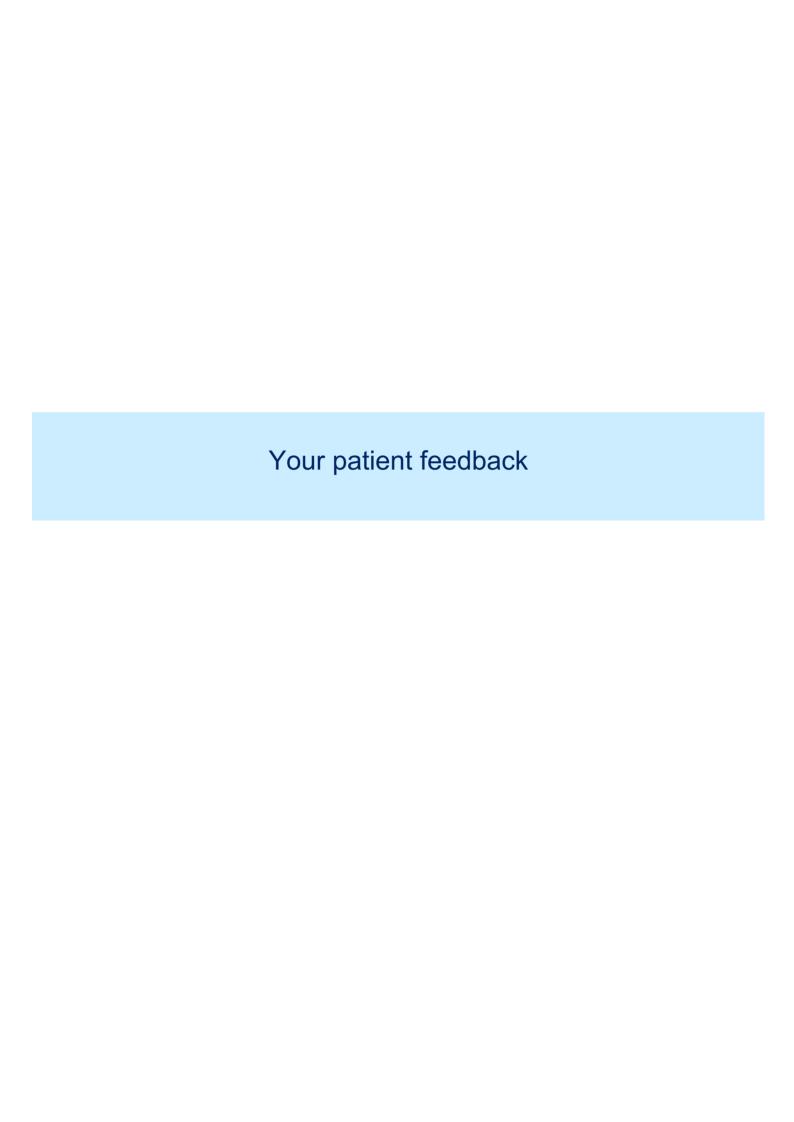


Table 1: Distribution and frequency of ratings, questions 1-28

Question	Poor	Fair	Good	Very Good	Excellent	Blank/spoilt
Q1 Opening hours satisfaction	1	2	9	39	32	0
Q2 Telephone access	0	0	5	31	47	0
Q3 Appointment satisfaction	0	1	13	29	40	0
Q4 See practitioner within 48hrs	0	4	8	32	38	1
Q5 See practitioner of choice	0	7	13	32	30	1
Q6 Speak to practitioner on phone	0	2	12	31	33	5
Q7 Comfort of waiting room	0	1	8	24	50	0
Q8 Waiting time	3	10	22	26	18	4
Q9 Satisfaction with visit	0	0	9	36	38	0
Q10 Warmth of greeting	0	0	9	30	44	0
Q11 Ability to listen	0	0	11	29	43	0
Q12 Explanations	0	0	11	32	40	0
Q13 Reassurance	0	1	9	33	40	0
Q14 Confidence in ability	0	0	7	33	42	1
Q15 Express concerns/fears	0	0	9	31	42	1
Q16 Respect shown	0	1	7	29	46	0
Q17 Time for visit	0	0	7	33	43	0
Q18 Consideration	0	0	10	36	36	1
Q19 Concern for patient	0	1	10	33	38	1
Q20 Self care	0	0	11	36	35	1
Q21 Recommendation	0	0	9	28	45	1
Q22 Reception staff	0	0	3	18	61	1
Q23 Respect for privacy/confidentiality	0	0	5	23	54	1
Q24 Information of services	0	1	4	30	46	2
Q25 Complaints/compliments	0	2	9	36	32	4
Q26 Illness prevention	0	1	11	38	32	1
Q27 Reminder systems	1	1	8	36	35	2
Q28 Second opinion / comp medicine	0	0	10	34	29	10

Blank/spoilt responses are not included in the analysis (see score explanation)



Table 2: Your mean percentage scores and benchmarks from all participating practices

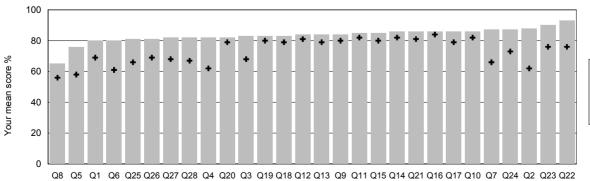
	Your mean	Benchmark data (%)*					
	score (%)	National mean score (%)	Min	Lower quartile	Median	Upper quartile	Max
About the practice				•			
Q1 Opening hours satisfaction	80	69	23	64	68	73	92
Q2 Telephone access	88	62	13	53	63	71	92
Q3 Appointment satisfaction	83	68	23	63	68	74	92
Q4 See practitioner within 48hrs	82	62	18	54	62	70	96
Q5 See practitioner of choice	76	58	22	48	57	65	95
Q6 Speak to practitioner on phone	80	61	25	54	61	67	92
Q7 Comfort of waiting room	87	66	27	60	66	71	90
Q8 Waiting time	65	56	25	50	56	62	90
About the practitioner							
Q9 Satisfaction with visit	84	80	41	76	81	85	97
Q10 Warmth of greeting	86	82	45	78	82	86	96
Q11 Ability to listen	85	82	46	78	83	87	97
Q12 Explanations	84	81	42	77	81	85	97
Q13 Reassurance	84	79	41	75	80	84	98
Q14 Confidence in ability	86	82	43	79	83	87	99
Q15 Express concerns/fears	85	80	45	76	81	85	96
Q16 Respect shown	86	84	49	80	85	88	98
Q17 Time for visit	86	79	38	75	80	84	96
Q18 Consideration	83	79	41	75	79	83	98
Q19 Concern for patient	83	80	43	76	80	84	97
Q20 Self care	82	79	38	75	79	83	97
Q21 Recommendation	86	81	41	78	82	86	99
About the staff	00	01	71	70	02	00	99
Q22 Reception staff	93	76	29	72	77	81	96
Q23 Respect for privacy/confidentiality	90	76	43	72	76	80	96
Q24 Information of services	87	73	29	68	73	77	96
Finally		, 0			, , ,		
Q25 Complaints/compliments	81	66	31	62	66	70	96
Q26 Illness prevention	81	69	34	64	68	72	96
Q27 Reminder systems	82	68	27	63	68	72	96
Q28 Second opinion / comp medicine	82	67	30	62	67	71	96
Overall score	83	73	35	69	73	77	95

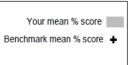
Your mean score for this question falls in the highest 25% of all means Your mean score for this question falls in the middle 50% of all means Your mean score for this question falls in the lowest 25% of all means

954

Please see the supporting documents at the end of this report for percentage score calculation and quartile information.

Graph 1: Your mean percentage scores in ascending order of performance with benchmark mean scores from all participating practices





95



<sup>\*</sup>Based on data from 927 practices carrying out 1,326 surveys between April 2010 and March 2013 with 25 or more responses.

Please note the reliability of your patient feedback may be marginally reduced if less than 25 patient ratings per question is achieved (see table 1). In the event that there are less than 5 patient responses for any question, the corresponding score will not be illustrated.

Table 3: Mean percentage scores and benchmarks by practice list size (2001-4000 patients)

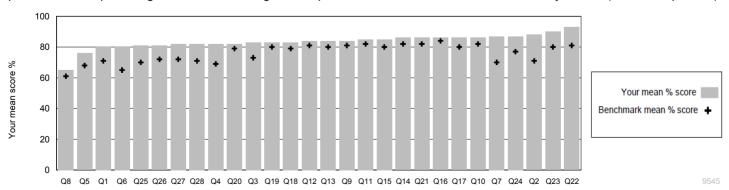
	Your mean	Benchmark data (%)*					
	score (%)	National mean score	Min	Lower quartile	Median	Upper quartile	Max
About the practice							
Q1 Opening hours satisfaction	80	71	42	66	72	77	91
Q2 Telephone access	88	71	35	64	73	80	91
Q3 Appointment satisfaction	83	73	38	67	74	80	92
Q4 See practitioner within 48hrs	82	69	31	61	69	77	93
Q5 See practitioner of choice	76	68	33	60	69	76	92
Q6 Speak to practitioner on phone	80	65	38	58	66	72	92
Q7 Comfort of waiting room	87	70	44	64	71	76	90
Q8 Waiting time	65	61	35	53	61	69	90
About the practitioner							
Q9 Satisfaction with visit	84	81	54	76	82	87	97
Q10 Warmth of greeting	86	82	57	77	83	88	96
Q11 Ability to listen	85	82	55	77	83	88	97
Q12 Explanations	84	81	57	76	82	87	97
Q13 Reassurance	84	80	56	75	80	85	96
Q14 Confidence in ability	86	82	58	78	83	88	96
Q15 Express concerns/fears	85	80	55	75	80	86	96
Q16 Respect shown	86	84	58	79	85	89	97
Q17 Time for visit	86	80	56	75	81	86	96
Q18 Consideration	83	79	54	74	80	85	98
Q19 Concern for patient	83	80	54	76	81	86	97
Q20 Self care	82	79	52	74	80	85	97
Q21 Recommendation	86	82	54	77	83	88	97
About the staff			0.		- 00	00	0,
Q22 Reception staff	93	81	52	77	82	87	96
Q23 Respect for privacy/confidentiality	90	80	55	76	81	85	96
Q24 Information of services	87	77	50	72	78	83	96
Finally							
Q25 Complaints/compliments	81	70	42	65	71	76	96
Q26 Illness prevention	81	72	48	68	73	78	96
Q27 Reminder systems	82	72	50	66	72	77	96
Q28 Second opinion / comp medicine	82	71	45	66	71	76	96
Overall score	83	76	50	71	77	82	95

Your mean score for this question falls in the highest 25% of all means Your mean score for this question falls in the middle 50% of all means Your mean score for this question falls in the lowest 25% of all means

Please note the reliability of your patient feedback may be marginally reduced if less than 25 patient responses per question is achieved. In the event that there are less than 5 patient responses for any question, this score will not be illustrated.

See the supporting documents at the end of this report for percentage score calculation and quartile information.

Graph 2: Your mean percentage scores in ascending order of performance with benchmark mean scores by list size (2001-4000 patients)





<sup>\*</sup>Based on data from 185 practices carrying out 248 surveys between April 2010 and March 2013 with 25 or more responses.

Table 4: Your patient demographics Number of patient responses by category, your mean percentage scores and benchmarks by practice list size (2001-4000 patients)

Number of	Your mean		Benchmark data (%)*				
responses	score (%)	National mean score (%)	Minimum	Lower Quartile	Median	Upper Quartile	Maximur
		,					

#### Age

Under 25	11	80
25 - 59	31	87
60 +	25	82
Blank	16	81

73	46	67	73	80	95
75	50	71	76	81	94
78	47	74	79	83	96
73	47	65	73	80	100

#### Gender

Female	42	83
Male	25	85
Blank	16	81

76	48	70	77	82	93
77	51	73	77	82	95
73	43	66	74	81	99

#### Visit usual practitioner

Yes	44	84
No	21	84
Blank	18	82

77	50	73	78	82	95
72	38	66	72	79	93
74	49	68	73	80	99

#### Years attending

< 5 years	10	88
5 - 10 years	18	81
> 10 years	37	84
Blank	18	83

76	51	71	77	81	93
75	49	70	76	81	95
76	48	72	77	82	96
73	47	66	74	81	100

<sup>\*</sup>Based on data from 185 practices carrying out 248 surveys between April 2010 and March 2013 with 25 or more responses. Demographic category mean percentage scores are calculated from all the ratings from all questions for that demographic group. Please note the reliability of your patient feedback may be marginally reduced if less than 25 patient ratings per category is achieved. In the event that there are less than 5 patient responses for any question, the corresponding score will not be illustrated.

Please see the supporting documents at the end of this report for percentage score calculation and quartile information.



Kingswell Surgery Ref: 43119/3109/245

Table 5: Your current and previous mean percentage scores\*

	Current scores	05/11/2004
Q1 Opening hours satisfaction	80	66
Q2 Telephone access	88	68
Q3 Appointment satisfaction	83	69
Q4 See practitioner within 48hrs	82	67
Q5 See practitioner of choice	76	66
Q6 Speak to practitioner on phone	80	58
Q7 Comfort of waiting room	87	67
Q8 Waiting time	65	62
Q9 Satisfaction with visit	84	68
Q10 Warmth of greeting	86	63
Q11 Ability to listen	85	62
Q12 Explanations	84	62
Q13 Reassurance	84	63
Q14 Confidence in ability	86	68
Q15 Express concerns/fears	85	63
Q16 Respect shown	86	67
Q17 Time for visit	86	60
Q18 Consideration	83	62
Q19 Concern for patient	83	62
Q20 Self care	82	
Q21 Recommendation	86	70
Q22 Reception staff	93	85
Q23 Respect for privacy/confidentiality	90	80
Q24 Information of services	87	79
Q25 Complaints/compliments	81	58
Q26 Illness prevention	81	63
Q27 Reminder systems	82	61
Q28 Second opinion / comp medicine	82	57
Overall score	83	66

<sup>--</sup> no data available, question introduced in October 2009.

Please note that the scoring scale used to calculate the mean percentage scores was updated in October 2009 in line with feedback from practices and health professionals. This is explained in greater detail in the supporting documentation found at the end of this report. In this report any previous scores displayed will have been calculated using the new scale to be directly comparable with your current scores. \*Dates in the table relate to date questionnaires were received by CFEP.



Kingswell Surgery Ref: 43119/3109/245

April-2016

All written patient comments have been included in their entirety but details which could identify a specific patient have been removed to ensure anonymity.

#### Any comments about how this practice could improve its service?

- Terrible waiting times, always very late for appointments. Everything else is great.
- Trying to keep to time!
- I personally cannot see how your practice can be improved. All staff are helpful and friendly and professional.
- Music in waiting room is too loud for some sick people and is not always suitable. A more relaxing sound calming the patient before their consultation would be better.
- Excellent service would like lunchtime appointments.
- This is an outstanding practice and we would not go anywhere else, even though we have a practice that is closer.
- I am extremely satisfied with every visit I have had.
- Speed up!! Fifty five minutes waiting for appointments lets the surgery down.
- If possible it would be beneficial for another female doctor as it can be difficult to get an appointment without taking time off work.
- I don't really know. My needs have always been met really well.
- No need to improve.
- Bit more private talking prescription window but brilliant practice.
- A very good service. Good friendly staff. No issues.
- Reception staff excellent.
- No complaints. Nurses are always on time and friendly.
- An excellent practice with professional caring staff.

#### Any comments about how the doctor/nurse could improve?

- All good.
- Long waiting time to see doctor.
- Fantastic surgery wouldn't move anywhere else!
- Excellent service every time.
- One doctor has always been excellent.
- No comments.





#### Supporting documents

#### Details of score calculation

The score provided for each question in this questionnaire is the mean (average) value of all of the ratings from all patients who completed the question. It is expressed as a percentage - so the best possible score is 100%.

Example using data from your Q1 Opening hours satisfaction

Total number of patients responses = 83

Questionnaire rating scale	Poor	Fair	Good	Very Good	Excellent	Blank/spoilt	
Number of ratings	1	2	9	39	32	0	
Value assigned to each rating	0	25	50	75	100	n/a	

$$\frac{\text{(number of Poor ratings x 0) + (number of Fair ratings x 25)}}{\text{+(number of Good ratings x 75) + (number of Very Good ratings x 75) + (number of Excellent ratings x 100)}}{\text{(Total number of patient responses - number of blank/spoilt)}} = \frac{(1 \times 0) + (2 \times 25) + (9 \times 50) + (39 \times 75) + (32 \times 100)}{(83 - 0)} = 6,625/83$$

Your mean percentage score for Q1 = 80%

Please note that the scoring scale used to calculate the mean percentage scores was updated in October 2009 in line with feedback from practices and health professionals. Prior to this time a -33 to 100 scale was used, where poor = -33.3333%, fair = 0%, good = 33.3333%, very good = 66.6667% and excellent = 100%.

#### Explanation of quartiles

In statistics a quartile is any one of the three values that divide data into four equal parts, each part represents ¼ of the sampled population.

Quartiles comprise:

Lower quartile, below which lies the lowest 25% of the data

The median, cuts the data set in half

Upper quartile, above which lies the top 25% of the data

Please note that the benchmarks presented in this report are based on data obtained from a volunteer sample of practices, and as such may be artificially high.

Question	Your mean score (%)
Q1 Opening hours satisfaction	80

Benchmark data (%)*						
Min	Min Lower Median Upper Max quartile					
23	64	68	73	92		

\*Based on data from 927 practices carrying out 1,326 surveys between April 2010 and March 2013 with 25 or more responses.



Kingswell Surgery Ref: 43119/3109/245

#### Supporting documents

Page by page guide to the interpretation of your report

#### Page 1

The frequency distribution table (table 1) shows the number of patient ratings from poor to excellent and the number of 'blank/spoilt' responses for every question (a blank response is where a patient did not respond to the question and a spoilt response is where more than one tick box option was chosen or if the questionnaire was defaced). If these values are added up, for any one question, this will equate to the total number of patients surveyed (shown in the top right hand corner of the page). This table clearly shows the degree of satisfaction patients have with each aspect of the practice considered. Please note the spread of the ratings. Are they widely spread or closely packed around one or two specific ratings? One or two higher or lower ratings can make a big difference to your mean percentage scores illustrated in tables 2 and 3.

#### Page 2

The mean percentage score and benchmark table (table 2) illustrates your mean percentage scores for each question calculated from the data in table 1. Each score is the mean (average) score calculated from valid patient ratings (i.e. not the blank/spoilt responses) expressed as a percentage (see score calculation sheet also in the supporting document section of your report). It has been established by our statisticians that the reliability of your patient feedback for any one question may be marginally reduced if less than 25 valid patient responses is achieved (this number can be determined from table 1). In the event that there are less than 5 patient responses, the corresponding score for the question will not be illustrated.

Your scores have been displayed in colour coded boxes to indicate how your score falls within the benchmark data (within the highest 25%, the middle 50% or the lowest 25% of all the mean percentage scores achieved by all practices in the benchmark sample). The provenance of the benchmark data is provided in the footer below the table.

Graph 1 illustrates your mean percentage scores in ascending order of performance with benchmark means from all participating practices.

#### Page 3

Table 3 and graph 2 are the same as for page 2, but with benchmarks provided relevant to your practice list size. Evidence indicates that practices with smaller list sizes tend to perform better than those with larger list sizes.

#### Page 4

Table 4 shows the number of patient responses from each 'demographic' group detailed on the questionnaire i.e. age, gender, if the patient saw their usual practitioner or not and the number of years attending the practice. Demographic category mean percentage scores are calculated from all the ratings from all questions for that demographic group. Associated benchmark mean scores relevant to your practice list size are also provided.

The same criteria concerning reliability of the feedback as explained in Page 2 above applies.

#### Page 5

Table 5 lists your current scores for each question together with scores from your last 3 surveys (if applicable) for comparison.

#### Page 6

Patient comments usually reflect scores achieved. The IPQ was designed to simulate the patient's chronological journey through their visit to the practice. Although the questions in the IPQ are generic, comments can pinpoint specific issues identified by the patient from any part of this journey. If there is a particular problem within the practice e.g. getting through in the morning on the telephone or the lack of chairs in the waiting room suitable for the elderly, this can be clearly picked up in the themes and frequency of comments.

In order to ensure patient anonymity, any personal identifiers are removed. In the unlikely event that we receive a written comment which might relate to serious professional misconduct (e.g. allegations of sexual assault), the comment would be referred to our Clinical Associate who would discuss the matter with you.



### Improving Practice Questionnaire



OFFICE USE ONLY	Org ID
	Survey ID
	Practitioner ID

#### You can help this general practice improve its service

- · This practice would welcome your honest feedback
- · Please read and complete this survey after you have seen the
- All the information provided by patients is put together in a report for the practice. Your answers will not be identifiable.
   Any comments you make will be included but all attempts will be made to remove information that could identify you.
- Once completed, please return this survey to reception in the envelope provided

Please mark the box like this with a blue or black ball-point pen. If you change your mind just cross out your old response and make your new choice.

When giving your feedback, please only consider the consultation you have had today.

Ab	out the practice	Poor	Fair	Good	Very good	Excellent
1	Your level of satisfaction with the practice's opening hours					
2	Ease of contacting the practice on the telephone					
3	Satisfaction with the day and time arranged for your appointment					
4	Chances of seeing a doctor/nurse within 48 hours					
5	Chances of seeing a doctor/nurse of <u>your</u> choice					
6	Opportunity of speaking to a doctor/nurse on the telephone when necessary					
7	Comfort level of waiting room (e.g. chairs, magazines)					
8	Length of time waiting in the practice					
Ab	out the doctor/nurse (whom you have just seen)	Poor	Fair	Good	Very good	Excellent
9	My overall satisfaction with this visit to the doctor/nurse is					
10	The warmth of the doctor/nurse's greeting to me was					
11	On this visit I would rate the doctor/nurse's ability to really listen to me as					
12	The doctor/nurse's explanations of things to me were					
13	The extent to which I felt reassured by this doctor/nurse was					
14	My confidence in this doctor/nurse's ability is					
15	The opportunity the doctor/nurse gave me to express my concerns or fears was					
16	The respect shown to me by this doctor/nurse was					
17	The amount of time given to me for this visit was					

Please turn over 5







Ab	out the doctor/nurse (continued)	Poor	Fair	Good	Very good	Excellent	
18	This doctor/nurse's consideration of my personal situation in deciding a treatment or advising me was						
19	The doctor/nurse's concern for me as a person on this visit was						
20	The extent to which the doctor/nurse helped me to take care of myself was						
21	The recommendation I would give to my friends about this doctor/nurse would be						
Abo	out the staff	Poor	Fair	Good	Very good	Excellent	
22	The manner in which you were treated by the reception staff						
23	Respect shown for your privacy and confidentiality						
24	Information provided by the practice about its service (e.g. repeat prescriptions, test results, cost of private certificates etc)						
Fin	ally	Poor	Fair	Good	Very good	Excellent	
25	The opportunity for making compliments or complaints to this practice about its service and quality of care						
26	The information provided by this practice about how to prevent illness and stay healthy (e.g. alcohol use, health risks of smoking, diet habits etc)						
27	The availability and administration of reminder systems for ongoing health checks is						
28	The practice's respect of your right to seek a second opinion or complementary medicine was						
Any	comments about how this <b>practice</b> could improve its service?						
Any	comments about how the doctor/nurse could improve?						
The following questions provide us only with general information about the range of people who have responded to this survey. No one at the practice will be able to identify your personal responses.							
How in ye	old are you Are you: Was this visit with your usual clinician?	How many ye been attendin					
	Under 25 Female Yes	Less th	nan 5 yea	rs			
	25-59	5-10 ye	ears				
	60+	More to	nan 10 ye	ears			

Thank you for your time and assistance



# Certificate of Completion

This is to certify that

#### **Kingswell Surgery**

40 Shrewsbury Road Penistone Sheffield S36 6DY

Practice List Size: 3500 Surveys Completed: 83

has completed the

## Improving Practice Questionnaire

Completed April 2016

Michael Greco
Director



Thank you to all patients who participated in this survey.

By letting the practice know your views, positive changes can be made for the benefit of all patients.